

EDvera TWC ETP Annual Student Data Report Submission Guide

1 Navigate to [TWC-ETPS](#)



Sign in ?


Email address

Password

Remember me [Forgot your password?](#)

POWERED BY
EDvera

2 Enter your login credentials here.



Sign in

Email address

Password

Remember me [Forgot your password?](#)

Sign in

POWERED BY
EDvera

3 Access the Dashboard and select the Documents tab.

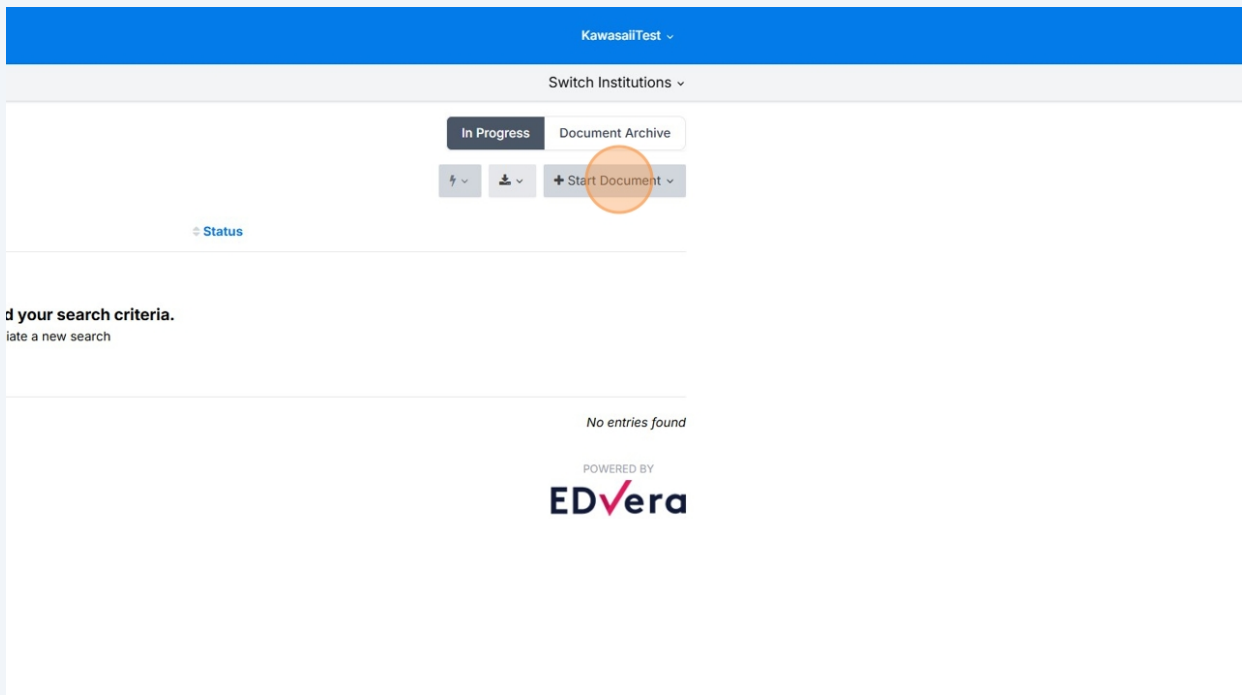
TWC-ETPS **Dashboard** Documents Approvals

Testing Nursing School

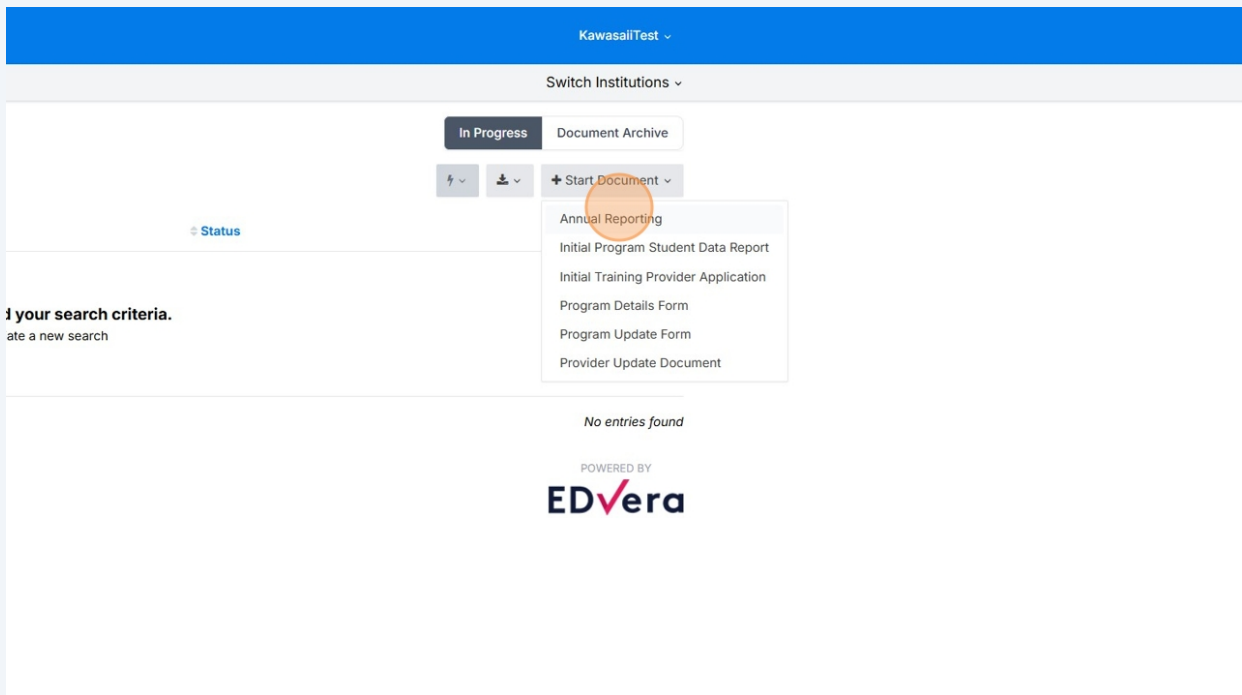
Dashboard

Provider Information	Campus Information
Campus ID 22104	Campus Name
Provider ID (TWC) 11182	Address 117 East 12th street Austin, TX 78653
Provider Name Testing Nursing School	County
Provider Website	Accessible to Public Transit Yes
Institution Type Public	Onsite Childcare Yes
Regulatory Body CSC	Campus Phone 5129999699
Regulatory ID	Campus Phone Ext
Description of Provider	Campus Email kawasaii.smith@twc.texas.
Nurse Aide	WDA and Board Infor
	Board (WDA)
	Board URL
	Financial Aid Contact

4 In the Documents tab, select "Start A Document".



5 Select the "Annual Reporting" document.



6

Confirm that the provider's name is correct and click "Continue."

TWC-ETPS Dashboard Documents Approvals

Testing Nursing School

Annual Reporting

You are starting an annual report for the **Testing Nursing School**.
To get started, please click continue.

To prevent session timeouts and losing unsaved work, click **Save** often, but at a minimum every 25 minute

Cancel Continue

[Back to top](#)
Session expires at: 10:48 AM

7

Review the complete WIOA Acknowledgement.

TWC-ETPS Dashboard Documents Approvals

Testing Nursing School

Annual Reporting

[Submission](#) [Review](#) [Comments 0](#) [Status Unsubmitted](#) [History](#)

1. WIOA Acknowledgement 2. Student Details

Provider Name
Testing Nursing School

Provider ID
11182

Campus Name

Campus ID
22104

Workforce Innovation & Opportunity Act (WIOA) Acknowledgement

The applicant acknowledges that certification as an eligible training provider is subject to, and require eligibility requirements.

8

After thoroughly reviewing the WIOA Acknowledgement, please indicate your agreement by clicking the "I agree" option.

TWC/ETFS Dashboard Documents Approvals Logout

Testing Nursing School Switch Institutions

WIOA Section 188(a)(3): WIOA title I funds may not be spent on the employment or training of participants in sectarian activities.

Further, the undersigned applicant certifies that it shall comply with the requirements of the U.S. Department of Health and Human Services set forth in 45 CFR Chapters 80 and 84.

Education Standards and Procedures: The undersigned applicant certifies that it shall comply with the provision outlined in WIOA Section 194(9)(B) Except as otherwise provided in this title [WIOA title I], the following conditions are applicable to all programs under this title: ...Standards and procedures with respect to awarding academic credit and certifying educational attainment in programs conducted under such chapter shall be consistent with the requirements of applicable State and local law, including regulation.

Compliance with State Law: The applicant certifies that it shall comply with applicable State law, including legislation related to the licensure or regulation of providers of education and training services, including but not limited to Texas Education Code Chapter 132, related to Career Schools and Colleges.

Reporting Requirements: The undersigned applicant certifies that it shall comply with the provisions of WIOA Sec. 122, and the reporting and procedural requirements issued by the Texas Workforce Commission.

Where the prospective recipient of federal assistance funds is unable to certify any of the statements in this certification, such prospective recipient shall attach an explanation to this certification.

The undersigned authorized representative of the applicant herein certifies that the statements above pertaining to WIOA Requirements Related to Debarment and Suspension, Drug-Free Workplace and Lobbying; Nondiscrimination; Education Standards and Procedures; Compliance with State Law; and Reporting Requirements are true and correct as of the date of submission. The authorized representative acknowledges that this information applies to any and all applications for initial and continued eligibility submitted.

In addition, the authorized representative acknowledges that the Boards are statutorily charged with the function of oversight responsibilities including ensuring continuous improvement of eligible programs of services through the system, and ensuring that such programs meet the needs of local employers and training participants. In this capacity, the Boards have oversight authority over the quality and integrity of training services by providers, and the provider's compliance with all assurances herein. Violations of any terms of this agreement may lead to further action.

Submission of this document authorizes the Agency to accept and use all information submitted to the Agency by the applicant through the Eligible Training Provider System. Further, the authorized representative acknowledges that any information submitted will be attributed to the applicant and the applicant will be responsible and liable for any action taken by the Agency, Board(s) or training participants in reliance on that information.

I understand.
 I agree

Save and Exit Save Save and Proceed to Next Section

[Back to top](#) POWERED BY

9

Once you have clicked "I Agree", select the "Save and Proceed to Next Selection" option to confirm the program details.

Reporting Requirements: The undersigned applicant certifies that it shall comply with the provisions of WIOA Sec. 122, and the reporting Commission.

Where the prospective recipient of federal assistance funds is unable to certify any of the statements in this certification, such prospecti

The undersigned authorized representative of the applicant herein certifies that the statements above pertaining to WIOA Requirements Lobbying; Nondiscrimination; Education Standards and Procedures; Compliance with State Law; and Reporting Requirements are true ar representative acknowledges that this information applies to any and all applications for initial and continued eligibility submitted.

In addition, the authorized representative acknowledges that the Boards are statutorily charged with the function of oversight responsibi programs of services through the system, and ensuring that such programs meet the needs of local employers and training participants. quality and integrity of training services by providers, and the provider's compliance with all assurances herein. Violations of any terms c

Submission of this document authorizes the Agency to accept and use all information submitted to the Agency by the applicant through representative acknowledges that any information submitted will be attributed to the applicant and the applicant will be responsible and l participants in reliance on that information.

I understand.
 I agree

Save and Exit Save Save and Proceed to Next Selection

[Back to top](#)
Session expires at: 10:48 AM

10

On the 'Student Details' tab, verify the program information. Specifically, note the Program Name, Provider, Campus, and Program ID, as you will need this information later.

Testing Nursing School Switch Institutions -

Document submission saved. Print

Annual Reporting

Submission | Review | Comments 0 | Status **Unsubmitted** | History

1. WIOA Acknowledgement | 2. Student Details

Provider Name
Testing Nursing School

Provider ID
11182

Campus Name

Campus ID
22104

Data is required for all students who were served in eligible programs from July 1, 2023 to June 30, 2025.

Instructions: You are reporting details for all students who were served by your eligible programs from 7/1/23 to 6/30/25. You will find a section below for each of your approved programs. Please download the Student Details template and fill it out with your student details. You are required to fill out a separate Student Details template for each of your approved programs and upload them in the respective program section(s) below.

Program ID (TWC): 124567 **Program Name: Nurse Aide**

Use the [Annual Student Data Report Template](#) to enter the student details for the program listed above only.

Drop file(s) here or [browse](#)

Save and Exit | Save | **Submit**

[Back to top](#)
Session expires at: 11:59 AM

POWERED BY
EDVera

11

Click "Annual Student Data Report Template" to download a copy of the file.

Provider ID
11182

Campus Name

Campus ID
22104

Data is required for all students who were served in eligible programs from July 1, 2023 to June 30, 2025.

Instructions: You are reporting details for all students who were served by your eligible programs from 7/1/23 to 6/30/25. You will find a section below for each of your approved programs. Please download the Student Details template and fill it out with your Details template for each of your approved programs and upload them in the respective program section(s) below.

Program ID (TWC): 124567 **Program Name: Nurse Aide**

Use the [Annual Student Data Report Template](#) to enter the student details for the program listed above only.

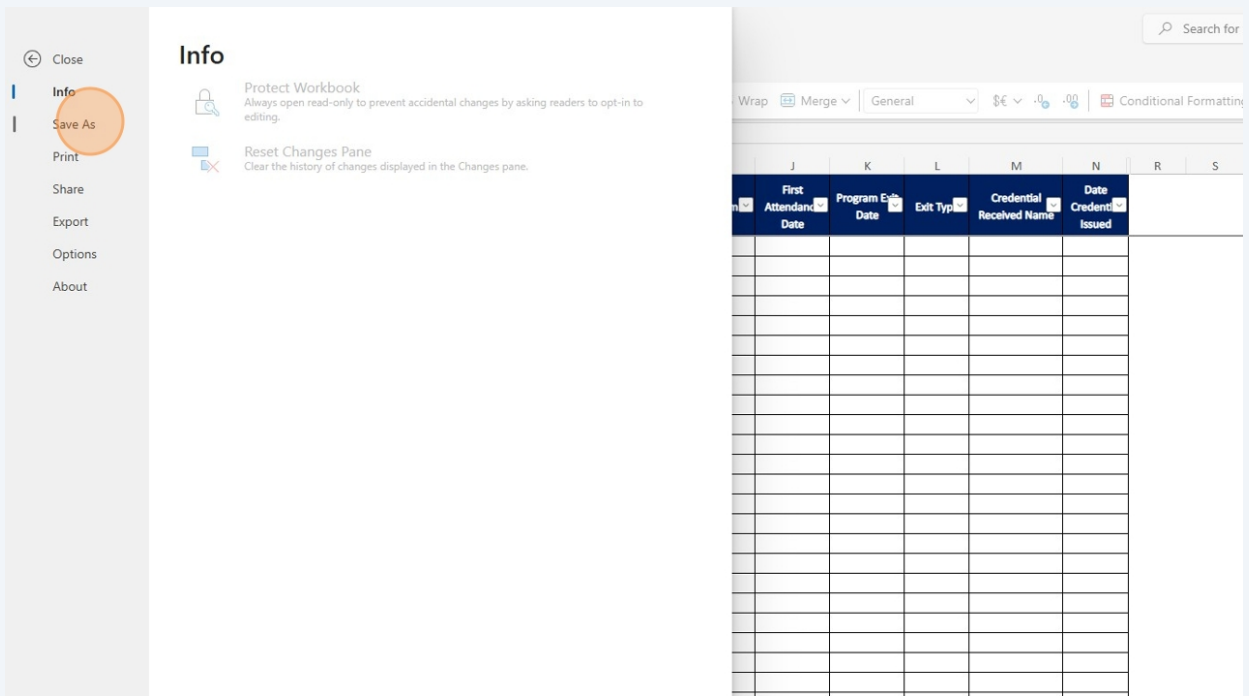
Drop file(s) here or [browse](#)

Save and Exit | Save | **Submit**

[Back to top](#)
Session expires at: 12:04 PM

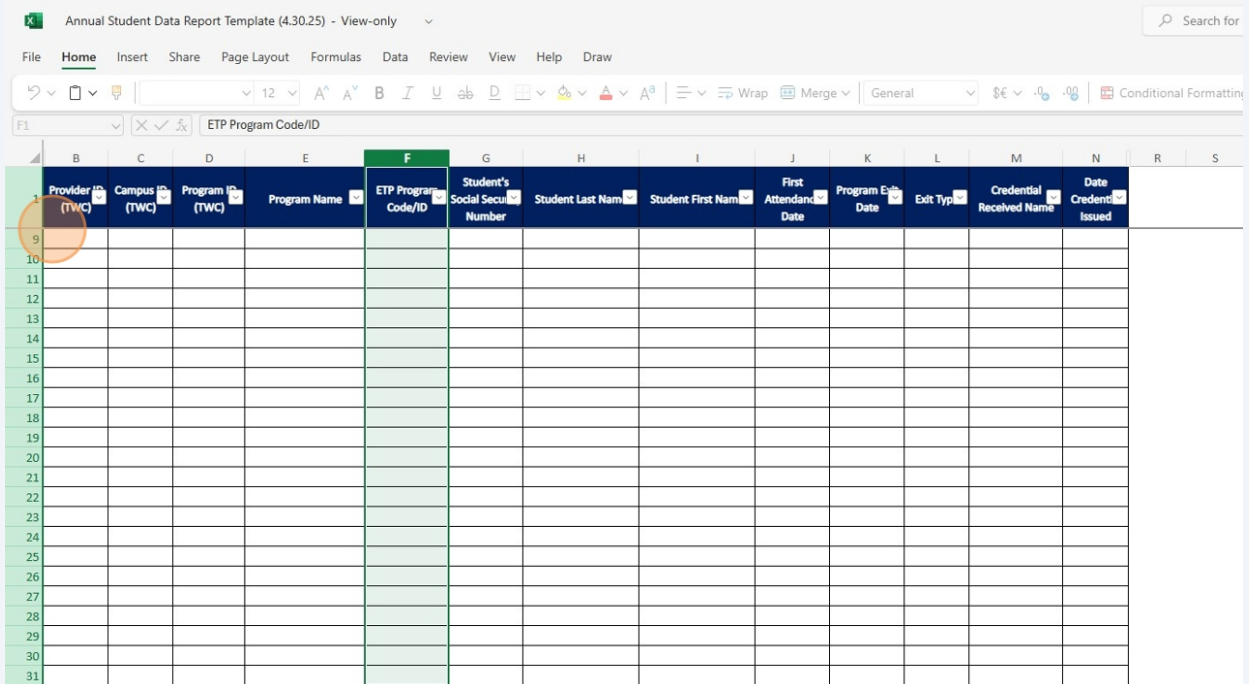
12

To avoid losing your work, click 'Save As' before entering student details. You can name the file after the program you're working on.



13

Begin entering program and student data. For each entry, use the Provider ID, Campus ID, Program ID, and Program Name you recorded on the previous page. Enter these values into columns B, C, D, and E, respectively. If you don't have the ETP Program/ID Code for column "F", reach out to your board contact or the help desk and we will provide that number for to you. (etp.helpdesk@twc.texas.gov)



14

Once all student details have been entered, save your excel file and upload it using the link attached to each respective program. You must do this for each program you are reporting for.

Provider ID
1182

Campus Name

Campus ID
22104

Data is required for all students who were served in eligible programs from July 1, 2023 to June 30, 2025.

Instructions: You are reporting details for all students who were served by your eligible programs from 7/1/23 to 6/30/25. You will find a section below for each of your approved programs. Please download the Student Details template and fill it out with your student details. You are required to fill out a separate details template for each of your approved programs and upload them in the respective program section(s) below.

Program ID (TWC): 124567 Program Name: Nurse Aide

Use the [Annual Student Data Report Template](#) to enter the student details for the program listed above only.

Drop file(s) here or [browse](#)

SDR_Nurse Aide.xlsx Created 06/27/2025 11:52AM

Save and Exit Save **Submit**

[Back to top](#)
Session expires at: 12:04 PM

15

Once all program data has been entered and the file has been uploaded to EDvera, click the "Submit" button.

Provider ID
1182

Campus Name

Campus ID
22104

Data is required for all students who were served in eligible programs from July 1, 2023 to June 30, 2025.

Instructions: You are reporting details for all students who were served by your eligible programs from 7/1/23 to 6/30/25. You will find a section below for each of your approved programs. Please download the Student Details template and fill it out with your student details. You are required to fill out a separate details template for each of your approved programs and upload them in the respective program section(s) below.

Program ID (TWC): 124567 Program Name: Nurse Aide

Use the [Annual Student Data Report Template](#) to enter the student details for the program listed above only.

Drop file(s) here or [browse](#)

SDR_Nurse Aide.xlsx Created 06/27/2025 11:52AM

Save and Exit Save **Submit**

[Back to top](#)
Session expires at: 12:04 PM

16

After you have submitted the report, you will get a confirmation at the top of the page letting you know that the "Document has been submitted."

The screenshot shows the TWC-ETPS Annual Reporting interface. At the top, a blue navigation bar contains 'TWC-ETPS', 'Dashboard', 'Documents', and 'Approvals'. Below this, the page title is 'Testing Nursing School'. A green confirmation banner at the top of the main content area reads 'Document has been submitted.' Below the banner, the heading 'Annual Reporting' is displayed. Underneath, there are tabs for 'Submission', 'Review', 'Comments 0', 'Status Pending Review', and 'History'. Two sub-sections are visible: '1. WIOA Acknowledgement' and '2. Student Details'. The 'WIOA Acknowledgement' section includes input fields for 'Provider Name' (Testing Nursing School), 'Provider ID' (1182), 'Campus Name', and 'Campus ID' (22104). Below these fields is the heading 'Workforce Innovation & Opportunity Act (WIOA) Acknowledgement'.

17

To verify that your report has been submitted, click "Documents".

This screenshot shows the same TWC-ETPS Annual Reporting page as above, but with the 'Documents' tab in the top navigation bar highlighted with an orange circle. The main content area is identical, showing the 'Annual Reporting' heading, navigation tabs, and the 'WIOA Acknowledgement' section with its respective input fields. Below the input fields, there is a heading 'Data is required for all students who were served in eligible programs from July 1, 2023 to June 30, 2025.' followed by 'Instructions: You are reporting details for all students who were served by your eligible programs from 7/1/23 to 6/30/25. You will find a section below for each of your approved programs. Please download the Student Details template and fill it out with details for each of your approved programs and upload them in the respective program section(s) below.'

18

The Annual Report submission should show a status of "Pending Review".

The screenshot displays a web application interface for document management. At the top, there is a blue header bar with the text "KwasallTest" and a dropdown arrow. Below this is a grey bar with the text "Switch Institutions" and a dropdown arrow. The main content area features a navigation bar with two buttons: "In Progress" (highlighted in dark grey) and "Document Archive" (white with a grey border). Below the navigation bar are three icons: a lightning bolt, a download icon, and a plus sign followed by "Start Document" with a dropdown arrow. A "Status" filter is visible, with a dropdown arrow and the text "Status". Below the filter, a table lists a document submission with the status "Pending Review", which is circled in orange. The table row is highlighted in light grey. Below the table, the text "Displaying 1 document/submission/blank request" is shown. At the bottom right, the text "POWERED BY EDvera" is displayed, with "EDvera" in a larger font and a red checkmark above the "v".