

WAIVER INSTRUCTIONS

Trade Adjustment Allowance (TAA) Reauthorization Law 2015

WHAT IS A WAIVER AND WHEN IS IT NEEDED?

- A waiver is a form that must be signed if TAA approved training does not begin within 26 weeks of the customer's layoff or petition certification date whichever is later and, if that same TAA training does not begin within 30 days of receiving TAA training plan approval. Submit a waiver as soon as the customer expresses interest in training.
- An approved waiver acts as a place holder, protecting the customer's Trade Readjustment Allowance (TRA) benefits (extended unemployment while in full-time training).
- A customer who is either not enrolled in TAA approved training or does not have an approved waiver within the 26-week deadline loses TRA benefits. Customers who worked less than 26 weeks of the previous 52 weeks for the trade-affected employer are not eligible for TRA benefits.

A waiver must accompany any training plan where training does not begin within 30 days of TAA approval.

When submitting a waiver, indicate one of the following three categories:

- **Enrollment Delayed**
 - **The first available training date must be within the next 60 days.**
- **Training Not Available**
 - **The anticipated training will not start within the next 60 days.**
- **Health**
 - **The customer is temporarily unable to participate in training due to his/her own health reasons.**

WHERE TO SEND THE WAIVER?

A waiver should be sent to deed.taa@state.mn.us along with the **Individual Employment Plan** that reflects the intent for training.

TAA WAIVER OF TRAINING FORM

| Customer Information | |
|-------------------------------|---------------------------------------|
| Name (First MI Last) | Last # SSN |
| Layoff Date (mm/dd/yy) | Petition Number |
| Certification Date (mm/dd/yy) | Waiver Expiration Date (TAA Use Only) |

| Training Waived for One of the Following Reasons | |
|--|---|
| | Enrollment Delayed - There has been a delay in the beginning date of training. However, the first available training date must be within 60 days of the date of this determination. |
| | Approved Training Start Date (mm/dd/yy) |
| | Training Not Available - Approved training is not reasonably available to the customer from either governmental agencies or private sources, OR no suitable training is available to the customer at a reasonable cost, OR training funds are not available. |
| | Program |
| | Training Institution |
| | Anticipated training start date (mm/dd/yy) |
| | Health - The customer is temporarily unable to participate in training due to health reasons. |
| | Program |
| | Training Institution |
| | Anticipated training start date (mm/dd/yy) |

| Signatures |
|------------|
|------------|

TAA Customer
Signature/Date
Dislocated Worker Counselor
Signature/Date
TAA Specialist
Signature/Date

TAA Approved Extension

1. This waiver is being extended an additional 6 months to cover the customer's entitlement to Basic TRA.

TAA Specialist

Signature/Date

2. This waiver is being extended an additional 6 months to cover the customer's entitlement to Basic TRA.

TAA Specialist

Signature/Date

3. This waiver is being extended an additional 6 months to cover the customer's entitlement to Basic TRA.

TAA Specialist

Signature/Date

Revocation

Revocation electronically filed in WF1 by TAA.

Effective Date

Appeal Rights: If you disagree with a determination indicated above, you have the right to appeal to Minnesota Department of Employment and Economic Development, 1st National Bank Building, 332 Minnesota Street, Suite E200, St. Paul, Minnesota 55101. For the complete complaint/appeal process or more information, refer to the TAA Handbook, call 651-259-7543 or email deed.taa@state.mn.us.

Enrolled in Training Definition: A customer shall be considered to be enrolled in training when the customer's application for training is approved by the State agency and the training institution has furnished written notice to the State agency that the customer has been accepted in the approved training program which is to begin within 30 calendar days of the date of such approval (20 CFR 617.22).