

# BLS Education and Training Definitions

## Postsecondary awards

- 1. First professional degree.** Completion of this degree usually requires at least 3 years of full-time academic study beyond a bachelor's degree. The first professional degree is the minimum preparation required for entry into several professions, including law, medicine, and dentistry.
- 2. Doctoral degree.** Completion of a Ph.D. or other doctoral degree usually requires at least 3 years of full-time academic work beyond the bachelor's degree.
- 3. Master's degree.** Completion of this degree usually requires 1 or 2 years of full-time academic study beyond a bachelor's degree.
- 4. Bachelor's or higher degree, plus work experience.** Most occupations in this category are management occupations. All require experience in a related non-management position for which a bachelor's or higher degree is usually required. Jobs usually are filled with experienced staff who are promoted into a management position, such as engineers who advance to engineering manager.
- 5. Bachelor's degree.** Completion of this degree generally requires at least 4 years, but not more than 5 years, of full-time academic study beyond high school.
- 6. Associate degree.** Completion of this degree usually requires at least 2 years of full-time academic study beyond high school.
- 7. Postsecondary vocational awards.** Certain programs lead to a certificate or other award, but not a degree. Some such programs last only a few weeks, while others may last more than a year. Occupations in this category include some that require only the completion of a training program and some that require individuals to pass a licensing exam after completion of the program before they can work.

## Work-related training

- 8. Work experience in a related occupation.** Many occupations requiring work experience are first-line supervisors/managers of service, sales and related, production, or other occupations, or are other types of managers.
- 9. Long-term on-the-job training.** More than 12 months of on the job training or combined work experience and formal classroom instruction are needed for workers to develop the skills to become fully qualified. This category includes formal or informal apprenticeships that may last up to 5 years. Long-term on-the-job training also includes intensive occupation-specific, employer-sponsored programs that workers must successfully complete. These programs include fire and police academies and schools for air traffic controllers and flight attendants. In other occupations—insurance sales and securities sales, for example—trainees take formal courses, often provided at the jobsite, to prepare for the required licensing exams. Individuals undergoing training usually are considered to be employed in the occupation. Also included in this category is the development of natural ability—such as that possessed by musicians, athletes, actors, and other entertainers—that must be cultivated over several years, frequently in a non-work setting.
- 10. Moderate-term on-the-job training.** Skills needed for a worker to become fully qualified can be acquired during 1 to 12 months of combined on-the-job experience and informal training.
- 11. Short-term on-the-job training.** Skills needed for a worker to become fully qualified can be acquired during a short demonstration of job duties or during 1 month or less of on-the-job experience or instruction.

Source: *Occupational Projections and Training Data*, produced by the U.S. Bureau of Labor Statistics.

<http://www.bls.gov/emp/optd/home.htm>