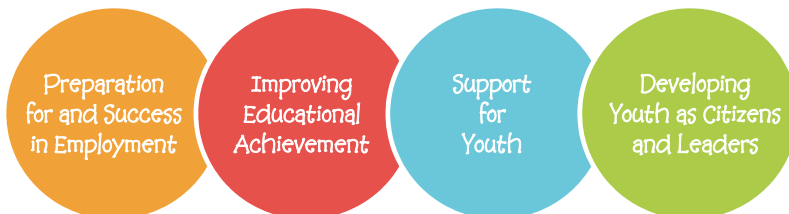




Under the Workforce Innovation and Opportunity Act (WIOA), the WorkStartYES program provides services to opportunity youth ages 16-24, who face barriers to employment. Through a partnership between San Joaquin County Office of Education and San Joaquin County WorkNet, WorkStartYES youth participants gain access to WIOA services focused on the following themes:



Services under these themes include: paid and unpaid work experiences; entrepreneurial skills training; services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services; tutoring and study skills training; instruction that leads to completion of the requirements for a secondary school diploma or its recognized equivalent (including a recognized certificate of attendance or similar document for individuals with disabilities) or for a recognized post-secondary credential; alternative secondary school services or dropout recovery services; occupational skills training; education offered concurrently with, and in the same context as, workforce preparation activities and training for a specific occupation or occupational cluster; activities that help youth prepare for and transition to post-secondary education and training; supportive services; adult mentoring; follow-up services; comprehensive guidance and counseling; leadership development opportunities; and financial literacy education.

DO YOU QUALIFY AS AN OUT-OF-SCHOOL YOUTH?

WorkStartYES is contracted to serve 75% out-of-school youth, otherwise known as opportunity youth. These youth are defined as young men and women between the ages of 16 and 24 who are neither in school nor working and face barriers to education and employment. Opportunity youth are eager to begin achieving their goals by furthering their education, gaining work experience, and helping their communities. You qualify if you are:

1. **16-24 years of age and,**
2. **Not attending any secondary or post secondary school with verification of leave date or drop date, and**
3. **Meet one or more of the following:**
 - school drop out;
 - within compulsory age of school attendance, but has not attended for at least the most recent complete school year calendar quarter;
 - holds a secondary school diploma or recognized equivalent and is low-income **and** is either basic skills deficient or an English language learner;
 - subject to the juvenile or adult justice system;
 - homeless, a runaway, in foster care or aged out of the foster care system, eligible for assistance under section 477 of the Social Security Act or an individual who is in out-of-home placement;
 - pregnant or parenting;
 - an individual with a disability;
 - low income person who requires additional assistance to enter or complete an educational program or to secure and hold employment.

DO YOU QUALIFY AS AN IN-SCHOOL YOUTH?

1. **Attending school, including secondary and post-secondary schools;**
2. **16-21 years of age at time of enrollment;**
3. **A low-income individual (free/reduced lunch, public assistance, SNAP. See income guidelines), and**
4. **Meet one or more of the following barriers:**
 - basic skills deficient;
 - an English language learner;
 - an offender;
 - homeless, a runaway, in foster care or aged out of the foster care system, eligible for assistance under section 477 of the Social Security Act or an individual who is in out-of-home placement;
 - pregnant or parenting;
 - an individual with a disability;
 - an individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.

If you meet the above criteria, call our enrollment staff at (209) 468-9043. In addition to out-of-school opportunity, when space is available, WorkStartYES serves up to 25% low-income and basic skills deficient in-school youth ages 16-21 and 75% out-of-school 16-24 year-olds. If you meet the criteria of an in-school youth, you may complete the attached application to be added to our wait list.

WorkStartYES, A Division of the San Joaquin County Office of Education

2911 Transworld Drive, Stockton, CA 95206 Phone: (209) 468-9043 Fax: (209) 468-4862 www.sjcoe.org/workstartyes

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



HOW TO GET THE DOCUMENTS YOU WILL NEED TO ENROLL

WorkStartYES requires verification of family size and income for enrollment. To determine family size and identity, documents are needed, such as a picture ID, Social Security card, and birth certificate. Check with your parent or guardian to see if they have the original or a copy of these documents first. If they do not have them, you will need to request new documents. Our enrollment specialist will inform you of the documents needed to verify family income.

BIRTH CERTIFICATE

If you were born in San Joaquin County, you or your parent/guardian can order a copy of your birth certificate from the San Joaquin County Recorder's Office. To do this in person, go to: 44 North San Joaquin Street, Suite 260 (upstairs), Stockton, CA, 95202. The cost for a birth certificate is \$28.00. Visit www.sjgov.org/recorder for more information or contact their office at 468-3939. If you were born outside of San Joaquin County, contact the county you were born in or visit their website for instructions.

SOCIAL SECURITY CARD

Below is a list of Social Security Offices in San Joaquin County. You will need your birth certificate or passport and school or state ID to request a Social Security card. There is no charge for a Social Security card. Please understand that it can take up to two weeks to receive your new Social Security card.

Lodi Social Security Office
1110 W Kettleman Lane, Suite 3
Lodi, CA 95240
1-888-257-2641

Manteca Social Security Office
510 Commerce Court
Manteca, CA 95367
1-866-320-2587

Stockton Social Security Office
4747 Feather River Drive
Stockton, CA 95219
1-877-803-6314

CALIFORNIA IDENTIFICATION CARD (I.D.) - IF YOU DON'T HAVE YOUR LICENSE

To get an identification card, you must visit your local Department of Motor Vehicles (DMV). There, you will complete the application form, give your thumbprint, and have your picture taken. You will need your social security number, an original or certified copy of a document proving your date of birth or legal presence, such as your California driver's license, U.S. Passport, or birth certificate. The cost for a California Identification Card is \$28.00 and it is valid for 6 years. Please note you can obtain a Verification for Reduced Fee Identification Card Form from your caseworker. With this form, the cost of the card is reduced to \$8.00. For more information, visit www.dmv.org/ca.

Lodi DMV
1222 Pixley Parkway
Lodi, CA 95240
(800) 777-0133

Manteca DMV
955 Davis Street
Manteca, CA 95336
(800) 777-0133

Stockton DMV
55 South Lincoln Street
Stockton, CA 95203
(800) 777-0133

SELECTIVE SERVICE REGISTRATION (FOR MALES ONLY)

The law requires all male U.S. citizens and male immigrants residing in the U.S. (permanent resident aliens), to register within 30 days of their 18th birthday. Therefore, to be in full compliance with the law, a man turning 18 is required to register during the period of time beginning 30 days before, until 30 days after his 18th birthday. Late registrations are accepted up to the male's 26th birthday. Men 18 years and older must register prior to receiving any government services. The easiest way to register is online by visiting <https://www.sss.gov/Home/Registration>. You may also register at the post office, by mail, or at your high school. You will need your social security number to register and there is no fee for this process.

CALJOBS

All applicants that enroll in WorkStartYES must first register on the state system, CalJOBS. To do so, go to www.caljobs.ca.gov. Next, click on "Not Registered Yet?" and register as an individual. Make sure to save your username and password as this system has many job seeker tools and posts job openings! If you do not have access to a computer, please contact our office to make arrangements to register at one of our locations.

INCOME GUIDELINES – IN-SCHOOL YOUTH AND OUT-OF-SCHOOL GRADUATES

Find Your Family Size Below (include yourself, siblings, and parents)						
Family Size	1	2	3	4	5	6
Total Income for six (6) months	\$6,030	\$8,127	\$10,210	\$12,300	\$14,390	\$16,480
For each additional family member, add \$2,090 (6 months)						

PRIORITY SYSTEM

Alternative In-School Youth		
1st Priority	2nd Priority	3rd Priority
150+ credits	110+ credits	90-110 credits

In-School Youth		
1st Priority	2nd Priority	3rd Priority
180+ credits	150+ credits	120-150 credits

*In-school youth without a high school diploma take priority over those with a high school diploma or equivalent.

WorkStartYES non-contracted school sites for ISY: Chavez, Franklin, Linden, Pride, Escalon, Vista, Lodi, Tokay, Liberty, Lincoln Tech, & Ripon High.

NEED ASSISTANCE? CONTACT OUR ENROLLMENT STAFF AT (209) 468-9043 or 479-8614

PROGRAM ELIGIBILITY APPLICATION

Please complete the application, attach a recent transcript and return the information to WorkStartYES at:
P.O. Box 213030, Stockton, CA 95213-9030.

As a reminder, this application is to determine eligibility and does not automatically enroll you in the program. As space becomes available, our enrollment staff will contact you. Incomplete applications will not be reviewed.

First Name	Last Name	Today's Date
Street Address	City	Zip Code
Home Phone	Cell Phone	Gender
Email Address		Date of Birth/Age

Who do you live with?	Both Parents 1 Parent and Legal Stepparent 1 Parent On Own With Grandparent/Other Relative Friends/BF/GF Other:
How many siblings ages 17 and under live in your household?	
Do you or your parents/legal guardians/siblings 17 and under and living in your household work?	No Yes (Please list everyone who works and their estimated income for one month)
What is your citizenship status?	U.S. Citizen Non Citizen Legal Right to Work in the U.S.
What is your school situation? <i>*Out of school youth will be given priority. In-school youth will be enrolled as spots become available based on credit priority system (page 2).</i>	High School Drop out—not enrolled in school with no diploma/GED. High School Student: Grade: _____ at: _____ High School Graduate: Graduation date: _____ In College at: _____

Yes/No	Barrier	Description
	Out-of-school youth: Based on WIOA federal regulations, WSY must serve 75% out-of-school youth and 25% in-school-youth each year. Out-of-school youth take priority.	Transcript with drop date School attendance records Certificate, Diploma, or GED Other: _____
	Low Income	Public Assistance SNAP Unemployment SSI/SSA Free/Reduced Lunch Other: _____
	Disabled/Special Education	Individualized Education Plan (IEP) Psychological Evaluation Doctor's Note
	Limited English Proficiency	Self attestation stating English is not the primary language at home Letter from school verifying language spoken
	Substance Abuse	Criminal Record DUI Record Self attestation Rehabilitation Information
	Offender (Probation or Parole)	Criminal Record Probation papers/letter from probation officer Court Documents Letter from Attorney
	Pregnant or Parenting	Birth Certificate of child with applicant's name as parent Doctor's note confirming pregnancy
	Foster or Emancipated Youth	Placement Documents Court Documents Documents verifying foster affiliation
	Homeless or Runaway	Statement from Shelter Other: _____
	Basic Skills Deficient	Below 8.9 grade equivalent in reading or math determined by test administered by WorkStartYES staff.

Applicants will need to provide the following documents: Photo ID, Social Security card, birth certificate, family size, and income on appointment date.

For Office Use:	Date Received _____	Qualifies _____	Does not Qualify _____	Put on waiting list: 1st Priority _____	2nd Priority _____	3rd Priority _____
Staff Name:	_____					
Notes:	_____					