Career Center Locations

CareerSource Broward North
2301 W. Sample Rd, Bldg 4 Suite 7-A
Pompano Beach, FL 33073
(954) 969-3541, Ext. 192/194
Fax (954) 970-0199

CareerSource Broward Central
2610 W. Oakland Park Boulevard
Fort Lauderdale, FL 33311
(954) 677-5555 Ext. 1100
Fax (954) 677-5501

CareerSource Broward South
7550 Davie Road Extension
Hollywood, FL 33024
(954) 967-1010 Ext. 194
Fax (954) 893-5020

Packet Contents

1. Career Center Locations
2. WIA Overview Sheet
3. WIA Enrollment Process
4. “4 Steps to WIA Enrollment”
5. “How to Complete EFM Profile”
6. Orientation Validation Form
7. WIA Application
8. Intake Questionnaire
9. Eligibility & Document Checklist
WIA Overview Sheet

The Workforce Investment Act (WIA) is a federally-funded employment and training program. The focus of WIA is in assisting customers to develop workforce opportunities, access training, and manage their career choices through universal access to information and career-oriented services.

The majority of customers who visit a Career Center are able to conduct their job search, complete résumés, etc. with minimal or no staff assistance. Job search tools are provided in the Career Centers so that customers may “serve themselves” at no cost.

I. Self-Directed or Core Services *(WIA Enrollment is optional)*:

- Job Service Registration
- Labor Market Information
- Résumé Writing Assistance
- Job Search and Placement Assistance
- Unemployment Insurance Claim Filing
- Internet, printers, copiers and fax machines
- Information on Community Resources and Programs
- Self-Service Assessments (Interest Inventories, Skills Assessments, etc.)

II. Intensive Service & Training Service *(WIA Enrollment is required)*:

The Career Centers offer intensive services to customers who are unable to obtain full-time, unsubsidized employment through core services and are in need of additional services to obtain and/or retain employment that allows for self-sufficiency. The intensive (Staff-Assisted) services available through the Career Center include, but are not limited to:

- Career counseling
- Case management
- Individual employment plans
- Short-term prevocational services
- Comprehensive and specialized assessments of skill levels

III. Training Service *(WIA registration is required)*:

The Career Centers offer training services to customers who are unable to obtain full-time, unsubsidized employment through intensive services and lack in-demand skills *(per Regional Targeted Occupations List)* to obtain and/or retain employment that allows for self-sufficiency. The training services available include, but are not limited to:

- On-the-job training (OJT)
- Occupational skills training (ITA)
- Skills upgrade and/or retraining (ITA)

IV. ELIGIBILITY DISCLAIMER

In accordance with the Workforce Investment Act (WIA), an individual’s employment status at the time of WIA enrollment could affect their eligibility for services.

*If your employment status changes from the date of eligibility to the date of registration, you may be ineligible for WIA services*
**WIA Registration Process**

Customers who request assistance beyond the Core (or Self-Directed) level listed above must be registered into the WIA program at the Intensive (or Staff Assisted) level before service may be provided. Service at this level requires that customers be US Citizens or aliens, 18 years or older, who are eligible to work in the US and currently resides in Broward County. To be considered for registration into the WIA program, each customer must complete the following prerequisites:

1. Complete WIA orientation, either online or at any CareerSource Broward Career Center.
2. Complete Employ Florida Marketplace profile: Resume, Background Wizard & Assessment Profile
3. Complete WIA application packet (see checklist) and gather all required documents.
4. During your one-on-one Intake Appointment with a WIA Success Coach, you will be screened for suitability. This is an in-depth assessment on your employability, career interests and aptitudes, barriers to employment, and other employment-related factors. Upon results, your assigned WIA Success Coach will determine whether to transfer you to an Employment or Training Success Coach for continued services.
5. After Intake Appointment, and if not completed already, you must take any recommended tests or assessments BEFORE you meet one-on-one with your assigned WIA Success Coach. **This will help prevent “extra” visits and reduce delays in processing your WIA application for training services.**
6. (a) Employment Success Coach - job search assistance, career counseling, further assessments  
   (b) Training Success Coach - financial assistance for skills training
7. After obtaining employment and/or completing training, CareerSource Broward will follow up for 12 months.
“4 Steps to WIA Enrollment”

Welcome to the WIA Program at CareerSource Broward! In order to ensure that your experience with us runs smoothly, please follow this checklist, which outlines your steps to successful enrollment into the WIA program. If you have any questions, please do not hesitate to contact us. Please check and date when completed.

**STEP #1** Orientation

Date Completed: ___ / ___ / ___

☐ Options: 1.) online WIA Orientation, or 2.) WIA orientation at Career Center


**STEP #2** www.EmployFlorida.com (EFM)

Date Completed: ___ / ___ / ___

The following steps are a part of your employment profile in EFM. All three (3) steps must be completed PRIOR to the date/time of WIA Intake Appointment with Success Coach, or you will be re-scheduled for the next available session.

☐ Résumé - After login, click on Resume Builder on left side

☐ Background Wizard - After login, click on My Resources > My Background

☐ Assessment Profile - After login, click on My Individual Profile > Assessment Profile

**STEP #3** Application Packet

Must be completed with all sections answered (n/a if applicable) PRIOR to the date/time of WIA Intake Appointment.

☐ WIA Application

Date Completed: ___ / ___ / ___

☐ WIA Intake Questionnaire

Date Completed: ___ / ___ / ___

☐ WIA Orientation Validation

Date Completed: ___ / ___ / ___

**STEP #4** WIA Intake Appointment (one-on-one)

Date Completed: ___ / ___ / ___

After you have successfully completed Steps 1 - 4, you are ready to call and schedule an appointment with a WIA Success Coach to determine eligibility. It is important that all the above steps have been completed AND you bring all required documentation to your one-on-one appointment—if not, you will be rescheduled for next available date.

Name: ___________________________________________________________ DOB: ___ / ___ / ___
SSN: xxx - xx- ____ ____
WIA ORIENTATION VALIDATION FORM

After viewing the orientation either at a Center location or online, please answer the following questions:

1. The WIA acronym stands for:
   a. Work In America
   b. Work Initiative Amendment
   c. Workforce Investment Act

2. Core services such as computer usage, résumé writing and job searches are available to the general public without WIA enrollment.
   a. True
   b. False

3. To receive intensive or training services, you must be eligible and enrolled into the WIA program.
   a. True
   b. False

4. There may be restrictions to qualify for intensive and/or training services, such as household income and family size.
   a. True
   b. False

By my signature below, I, _________________________________, confirm that I have attended or watched online the CareerSource Broward WIA Orientation.

| Applicant Signature: | DATE: ___ / ___ / ___ ___ ___ |
WIA Eligibility & Document Checklist

To be eligible for WIA services, all applicants must meet the following three (3) criteria: ☑️ 18 years of age or older (adults); ☑️ US citizen or non-citizen authorized to work in US; and ☑️ Meet Selective Service registration requirements (males only).

Also, some applicants (#2 in Income section below) may also be required to meet Income Guidelines.

### Income Eligibility Guidelines - ADULT FUNDING only.

<table>
<thead>
<tr>
<th>Family Size</th>
<th>Annual Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$40,707</td>
</tr>
<tr>
<td>2</td>
<td>$40,707</td>
</tr>
<tr>
<td>3</td>
<td>$40,707</td>
</tr>
<tr>
<td>4</td>
<td>$46,100</td>
</tr>
<tr>
<td>5</td>
<td>$54,020</td>
</tr>
<tr>
<td>6</td>
<td>$61,940</td>
</tr>
<tr>
<td>7</td>
<td>$69,860</td>
</tr>
<tr>
<td>8</td>
<td>$77,780</td>
</tr>
</tbody>
</table>

The WIA definition for “Family” is: Two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:

- A husband, wife, and dependent children; and/or
- A parent or legal guardian and dependent children

To calculate the Income Eligibility for families with over 8 members, add $7,920 for each additional family member.

<table>
<thead>
<tr>
<th>✓</th>
<th>Information Being Verified</th>
<th>Acceptable Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Name</td>
<td>Picture ID or Marriage Certificate</td>
</tr>
<tr>
<td></td>
<td>Social Security Number</td>
<td>Social Security Card or Printout from SSA</td>
</tr>
<tr>
<td></td>
<td>Age</td>
<td>Picture ID, Birth Certificate or US Passport</td>
</tr>
<tr>
<td></td>
<td>Citizenship</td>
<td>Birth Certificate, US Passport, or Resident Card</td>
</tr>
<tr>
<td></td>
<td>Broward County Residency</td>
<td>Picture ID, Utility Bill or Voters Registration Card</td>
</tr>
<tr>
<td></td>
<td>Veteran Status</td>
<td>Printout from <a href="http://www.sss.gov">www.sss.gov</a></td>
</tr>
<tr>
<td></td>
<td>Resume</td>
<td>Email or Printed Copy</td>
</tr>
</tbody>
</table>

### Income

1.) If you have been laid off, notified of a layoff; receiving or exhausted Unemployment Compensation

2.) If you or your spouse have worked in the last 6 months

3.) If you are receiving or have received Public Assistance in last 6 months

4.) If you and your spouse (if applicable) have not worked in the last 6 months

#### No Income Documents Required

- Paycheck Stubs
- Employer Statement on Company Letterhead
- Public Assistance Printout or Benefits Letter
- Notarized Letter from Individual or Agency providing financial support (if applicable)

### Additional Documents Required (if seeking training assistance)

1. Federal Financial Aid Application
   - Apply at www.fafsa.ed.gov
   - Approval or Denial any Awards

2. School Acceptance Letter & Start Date
   - Approved course on ITA List only

3. Career Assessment Results (only one)
   - EmployFlorida Assessment Profile
   - Thomas International or CareerScope

4. TABE Scores
   - Required if less than 2-year degree

5. Tuition Costs Breakdown

6. List of Required Books, Supplies, Tools or Equipment
WIA Application

WORKFORCE INVESTMENT ACT (WIA) APPLICATION

~ Submission of this application does not guarantee eligibility or program participation. ~

Applicant Data

<table>
<thead>
<tr>
<th>Name:</th>
<th>SSN: XXX - XX -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>Apartment or Unit:</td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
<tr>
<td>Zip:</td>
<td></td>
</tr>
<tr>
<td>Telephone #:</td>
<td>Alternative #:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

Statements of Understanding

These statements are provided to establish an understanding of the WIA program, its services and its purpose to the applicant. These statements are clear and applicable to all WIA program applicants.

**Applicant Initials:** Certifies that you have read and understand these statements

**WIA Staff Initials:** Certifies that you have reviewed each statement and answered any questions of the applicant at Intake.

WIA is not “financial aid”, but WIA is a program that provides assistance to the applicant in obtaining suitable employment.

The Workforce Investment Act (WIA) is administered in a three-tier process. WIA is designed to assist you in gaining suitable employment. Each step must be completed in sequence. The process: Core Services, Intensive Services and Training Services. (See below descriptions).

**Core Services** are available universally to the unemployed and employed. Core Services include, but are not limited to: job search, placement assistance, job listing, Labor Market Information, follow-up services, and registering on EmployFlorida.com.

**Intensive Services** include, but are not limited to: comprehensive assessment, development of individual employment plans, career counseling, testing, attending a workshop and case management services.

Only after WIA staff determines that Intensive Services are complete and/or you are unable to obtain suitable employment, can Training Services begin.

All services must be authorized by WIA Staff prior to services beginning. Any and all obligations incurred without prior approval will be the responsibility of the applicant.

I understand that my circumstances differ from all other WIA applicants. My employment plan is unique to me and therefore my assistance may differ from other applicants (including the type of assistance, the amount of assistance, the time frames and the outcome).

Demographic Information

<table>
<thead>
<tr>
<th>Date of Birth:</th>
<th>Age:</th>
<th>Gender: Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered for Selective Service?</td>
<td>males only</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Citizenship:</td>
<td>U.S. Citizen or Naturalized</td>
<td>U.S. Permanent Resident</td>
<td>Alien/Refugee Lawfully Admitted</td>
</tr>
<tr>
<td>If non-U.S. citizen, Alien Registration #:</td>
<td>Exp. Date:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you consider yourself to be of Hispanic Heritage?</td>
<td>Yes</td>
<td>No</td>
<td>Haitian Heritage?</td>
</tr>
<tr>
<td>Race:</td>
<td>African-American/Black</td>
<td>American Indian/Alaskan Native</td>
<td>Asian</td>
</tr>
<tr>
<td>Do you consider yourself to have a disability?</td>
<td>Yes</td>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>
This page has been left blank intentionally.
### Veteran Information

- Have you served in the U.S. Military?
  - □ Yes, Eligible Veteran
  - □ Yes, less than or equal to 180-days and not discharged dishonorably
  - □ Yes, Other Eligible Person (*spouse or child of a disabled veteran*)
  - □ No
- Are you a campaign Veteran?  □ Yes  □ No
- Are you a recently separated Veteran? (within last 48-months)  □ Yes  □ No
- Are you a disabled Veteran?  □ Yes  □ No

### Employment Information

- Employment Status:  □ Employed  □ Not Employed  □ Employed w/ notice of termination or military separation
- Did you attend a Rapid Response Event by CareerSource Broward?  □ Yes  □ No
- Most Recent Employer Name:
- Address:  
- Apartment or Unit:  
- City:  
- State:  
- Zip:  
- Telephone #:  
- Contact Person:  
- Most Recent Rate of Pay (per hour):  
- Lay-off or Termination Date:  
- Have you received Unemployment Compensation within the last 6-months?  □ Yes  □ No

### Educational Information

- Highest Grade Completed (circle):  1  2  3  4  5  6  7  8  9  10  11  12  13  14  15  16  17  18  19  20
- Highest Credential Earned:  □ HSD/GED  □ Certificate  □ Associates  □ Bachelors  □ Masters  □ PhD
- Are you currently in School?  □ Yes  □ No
- If yes, is it for a H.S. Diploma/GED or Certificate?  □ Yes  □ No

### Other WIA-related Information

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you a Displaced Homemaker*?</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
</tbody>
</table>
*An individual who has been displaced from their careers as unpaid homemakers and for that reasons has diminished skills AND was dependant on another family member’s income that is no longer supporting them.*

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you speak, read and/or write limited English?</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
<tr>
<td>Are you a Single Parent?</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
<tr>
<td>Are you Homeless?</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
<tr>
<td>Are you a Runaway? (age 14-21)</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
<tr>
<td>Are you an Ex-Offender? (arrested or convicted)</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
<tr>
<td>Are you a Pregnant or Parenting Youth? (age 14-21)</td>
<td>□ Yes  □ No</td>
<td></td>
</tr>
</tbody>
</table>
This page has been left blank intentionally.
### Are you a Foster Care Youth? (age 14-21)

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Basic Skills Deficiency (reading/mathematics, below 9th grade)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

### Public Assistance

**Are you currently OR within the last 6-months have you received any of the following:**

<table>
<thead>
<tr>
<th>Assistance Type</th>
<th>Yes or No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Temporary Assistance for Needy Families (TANF)?</td>
<td></td>
</tr>
<tr>
<td>Supplemental Security Income (SSI)? (Ticket-to-Work)</td>
<td></td>
</tr>
<tr>
<td>Refugee Cash Assistance?</td>
<td></td>
</tr>
<tr>
<td>General Assistance? (term used for welfare by other states)</td>
<td></td>
</tr>
<tr>
<td>Food Stamps</td>
<td></td>
</tr>
<tr>
<td>Pell Grant</td>
<td></td>
</tr>
<tr>
<td>Are you a publicly-supported Foster Child?</td>
<td></td>
</tr>
</tbody>
</table>

### Certification and Acknowledgement

I hereby affirm that the information provided on this application is true and complete to the best of my knowledge. I also agree that falsified information or significant omissions may disqualify me from further consideration for WIA program activities and may be considered justification for dismissal if discovered at a later date.

Finally, I recognize that an application and eligibility determination are initial steps and do not guarantee program participation. I have read and understand the WIA Registration Process Sheet attached.

Disclosure of your social security number is mandatory. However, Pursuant to the Privacy Act of 1974 and Section 119.07 (S) (a) 3 F.S. (2005) and 5 USCA 552a, your Social Security number and personal information will be protected as confidential information by all staff members. Social Security numbers will be used by the Work Force One Service Provider for identifying and tracking services. This information is reported to any/all approved Federal and State agencies regarding those services, and dollars spent as allowed under the Privacy Act.

**Applicant Signature:** ________________________________

DATE: ___ / ___ / ___

(PLEASE PRINT APPLICATION AND SIGN)

### DATA VALIDATION (completed upon entering into EFM)

<table>
<thead>
<tr>
<th>Date Attended WIA Orientation (circle: online or on-site)</th>
<th>Enrolled Funding Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>___ / ___ / ___</td>
<td>Adult</td>
</tr>
<tr>
<td>Date Eligibility Completed: ___ / ___ / ___</td>
<td>In-School Youth</td>
</tr>
<tr>
<td>WIA Staff Name:</td>
<td>Out-of-School Youth</td>
</tr>
<tr>
<td>WIA Staff Signature:</td>
<td>Other</td>
</tr>
</tbody>
</table>
This page has been left blank intentionally.
Workforce Investment Act (WIA) Intake Questionnaire

To be completed by WIA Applicant. These questions are instrumental in assessing the individual employment needs of the applicant and for developing a customized Career Plan. **Check all that apply.**

### Program Expectations

Are you seeking immediate employment?  
- [ ] Yes  
- [ ] No  
If No, please explain:

What services are you seeking? (explain)

### Employment Expectations

Top three (3) occupations of interests?

What Job Search Assistance are you requesting?  
- [ ] Search Tips  
- [ ] Résumé  
- [ ] Interview  
- [ ] Job Referrals  
- [ ] N/A

Desire help in career planning?  
- [ ] Yes  
- [ ] No  
Seeking training services?  
- [ ] Yes  
- [ ] No

If Yes (seeking training), list preferences:

### Basic Skills / Education Factors

**BASIC SKILLS DEFICIENT**

- [ ] Reading below 9th Grade  
- [ ] Math below 9th Grade  
- [ ] Language Below 9th Grade  
- [ ] Literacy  
- [ ] Non-Reader  
- [ ] High School Dropout  
- [ ] Basic Skills Deficient  
- [ ] Lacks Basic Computer Skills  
- [ ] Limited English Proficiency  
- [ ] ABE/Literacy or ESOL  
- [ ] Behind Grade Level for Age (youth)  
- [ ] N/A

### Work Readiness

**DEPENDENT CARE**

- [ ] Child Care  
- [ ] Special Needs Child  
- [ ] Adult Care  
- [ ] N/A

**TRANSPORTATION**

- [ ] Has a Valid License  
- [ ] Does not have a License  
- [ ] Suspended  
- [ ] Restrictions  
- [ ] DUI  
- [ ] Owns Automobile  
- [ ] Auto Needs Repair  
- [ ] Lacks Automobile Insurance  
- [ ] Cannot Afford Gasoline  
- [ ] Automobile Impounded  
- [ ] Automobile Repossessed  
- [ ] Access to Dependable Automobile  
- [ ] Access to Public Transportation  
- [ ] N/A

**CONTACTS**

- [ ] Telephone in Home  
- [ ] Access Telephone (Family/Other)  
- [ ] Adequate Contact Person(s)  
- [ ] Transient History  
- [ ] N/A

**WORK ATTIRE**

- [ ] Uniforms  
- [ ] Interviewing Clothes  
- [ ] Needs Work Tools/Equipment  
- [ ] N/A

### Living Environment

**HOUSING**

- [ ] Homeless  
- [ ] Residing in Shelter  
- [ ] Facing Possible Eviction  
- [ ] Sub-standard Living Conditions  
- [ ] Resides in Public Housing  
- [ ] N/A

**HOME LIFE**

- [ ] High Risk Family/Living Situation  
- [ ] Lacks Family Support System  
- [ ] Victim of Domestic Violence  
- [ ] N/A
## Economic Factors / Financial Situation

<table>
<thead>
<tr>
<th></th>
<th>Bankruptcy</th>
<th>Poor Credit History/Bad Debts</th>
<th>Need Money Management Services</th>
<th>Need Consumer Credit Counseling Services</th>
<th>Inability to be Bonded</th>
<th>Defaulted Student Loan</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CREDIT/FINANCIAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Need Money Management Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Need Consumer Credit Counseling</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inability to be Bonded</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Defaulted Student Loan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Vocational / Occupational Factors

<table>
<thead>
<tr>
<th>Obsolete Work Skills?</th>
<th>Yes</th>
<th>No</th>
<th>If Yes, please explain:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Job-related License Expired or Revoked/Suspended?</th>
<th>Yes</th>
<th>No</th>
<th>If yes, please list:</th>
</tr>
</thead>
</table>

## Other Assistance Received

### PUBLIC ASSISTANCE

- Temporary Aide to Needy Families (TANF)
- Food Stamps
- Housing
- Foster Care
- Medicaid
- SSI
- N/A

### LEGAL ISSUE

- Ex-Offender
- Currently on Probation
- Pending Court Appearances
- Existing/Pending Workers Compensation Claims
- Court Ordered to Pay
- Child Support
- Wage Garnishment
- N/A

## Health & Behavioral Observations

### HEALTH

- Lacks Medical Insurance Coverage
- Disclosed Disability
- Needs Glasses
- Needs Dental Work
- Speech Impairment
- Cannot Afford Medication
- Reasonable Accommodation Required
- Limitations in Ability to Work Certain Jobs
- Health has been cause for Absences from Job
- Pending Surgery or Medical Leave
- N/A

### BEHAVIOR

- Demonstrates Low Self-Esteem
- Demonstrates Behavioral Problems
- Requires Medication
- Disclosed Disability
- Required Therapy/Treatment
- N/A

### SUBSTANCE ABUSE

- Requires Treatment
- Failed Drug Test
- Completed a NA/AA Program
- N/A

**All statements I have provided in completing this WIA Assessment Questionnaire is true to the best of my knowledge. I understand that willful misrepresentation on my part will result in immediate dismissal from the WIA program and/or repayment for cost of services.**

<table>
<thead>
<tr>
<th>Applicant Signature: _______________________________</th>
<th>DATE: __ __ / __ __ / __ __ __ __</th>
</tr>
</thead>
<tbody>
<tr>
<td>(PLEASE PRINT APPLICATION AND SIGN)</td>
<td></td>
</tr>
<tr>
<td>WIA Staff Signature: _______________________________</td>
<td>DATE: __ __ / __ __ / __ __ __ __</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>