

ENROLLMENT DOCUMENTS

- ☐ DATE OF BIRTH VERIFICATION DOCUMENT (PASSPORT, DRIVER'S LICENSE, PHOTO ID, ETC.)
- ☐ I-TRAC ELIGIBILITY DETERMINATION REPORT (IF PHYSICAL SIGNATURE IS PRESENT)
- ☐ I-TRAC APPLICATION (IF PHYSICAL SIGNATURE IS PRESENT)
- ☐ IEP
- ☐ EEO COMPLAINT AND GRIEVANCE PROCEDURE
- ☐ PHOTO RELEASE
- ☐ RELEASE OF INFORMATION
- ☐ SSN DISCLOSURE AGREEMENT
- ☐ SELECTIVE SERVICE VERIFICATION (BORN MALE ONLY)
- ☐ DD-214 (VET ONLY FOR PRIORITY OF SERVICE)*
- ☐ PUBLIC ASSISTANCE VERIFICATION (FOR PRIORITY OF SERVICE)*
- ☐ BASIC SKILLS DEFICIENT(FOR PRIORITY OF SERVICE IF NOT SELF ATTESTED OR STAFF OBSERVED)*

OST/WORKFORCE PREP/ENTREPRENEURIAL TRAINING/PRE-APPRENTICESHIP

- ☐ SCHOLARSHIP APPLICATION (OST ONLY)
- ☐ DMV REPORT (CDL ONLY)
- ☐ DMV SURVEY (CDL ONLY)
- ☐ EMPLOYABILITY SKILLS RUBRIC
- ☐ DECISION MATRIX
- ☐ TRAINING VENDOR PRICE SHEET
- ☐ INVOICE AUTHORIZATION AND BACKUP DOCUMENTATION (TUITION)
- ☐ INVOICE AUTHORIZATION AND BACKUP DOCUMENTATION (SUPPORT SERVICES)
- ☐ COURSE COMPLETION DOCUMENT
- ☐ CREDENTIAL (CNA, CNA2, CCMA, CDL, ETC.)
- ☐ EMPLOYMENT VERIFICATION DOCUMENT (FOLLOW-UP SURVEY, PAYSTUB, IMS WAGE REPORT, ETC.)
- ☐ PROGRAM PARTICIPANT REPORT (ONCE EXITED)

GED

- ☐ GED OR HIGH SCHOOL DIPLOMA OR TRANSCRIPT
- ☐ GED OR HS EQUIVALENCY DIPLOMA
- ☐ GED PRACTICE EXAM
- ☐ INVOICE AUTHORIZATION AND BACKUP DOCUMENTATION (GED TESTS)
- ☐ INVOICE AUTHORIZATION AND BACKUP DOCUMENTATION (SUPPORT SERVICES SUCH AS PRACTICE TESTS OR GED PREP BOOK)

OJT/INTERNSHIP

- ☐ OJT PARTICIPANT AGREEMENT
- ☐ JOB LISTING/DESCRIPTION (OJT&INTERNSHIP)
- ☐ INTERNSHIP PLACEMENT AGREEMENT
- ☐ INTERNSHIP HANDBOOK SIGNATURE PAGE
- ☐ WAGE RECORD/TIME SHEET (OJT&INTERNSHIP)
- ☐ BBSI REFERRAL (INTERNSHIP)
- ☐ OJT REIMBURSEMENT DOCUMENT