

Dear Job Corps Candidate:

Thank you for your interest in Job Corps. Enclosed you will find general information about Job Corps and a form to begin the enrollment process. If, after reviewing the information, you decide that Job Corps may be for you, please complete the form and return it to Job Corps Admissions, 1008 Bullard Court, Suite 100, Raleigh, NC 27615.

When completing the form, please **print clearly** and be sure to **provide all information** requested. These are no right or wrong answers- the information is simply to help the Admissions Counselors determine your eligibility and suitability for Job Corps. We want to know about you, **so be truthful**.

The following items are REQUIRED to process your file. Please mail them with your application or have everything available for your face-to-face interview. If you have any difficulty obtaining this information, contact our office immediately.

- .. **Copy of Picture ID (driver's license, state ID, learner's permit, etc)**
- .. **Copy of Social Security Card**
- .. **Copy of Birth Certificate**
- .. **Original Criminal Background Check from your county**
- .. **Copy of High School Diploma or GED (if applicable)**
- .. **If no HS Diploma/GED, Copy of High School Transcripts**

After your information is received, an Admissions Counselor will contact you to discuss your interest in Job Corps more thoroughly. At that time, the Admissions Counselor may make an appointment to meet with you in person to continue the enrollment process.

NOTE: Due to the large number of 16 year old applicants and the limited number of openings available for this age group, at this time there is up to a six (6) month waiting list for the 16 year old applicants.

We ask that you consider your request for enrollment in Job Corps carefully before beginning the enrollment process. Job Corps is an excellent opportunity to develop the skills you need to succeed in a promising career. However, it is important that you are committed to completing the program, and (depending on your individual circumstances) the program can take anywhere from six months to two years. It is also important that you realize there are rules to follow while in Job Corps-for example, **ZERO TOLERANCE** for drugs and violence. It is a structured, disciplined living, learning and working environment. If you have trouble following rules or adhering to discipline standards, Job Corps will not work for you.

If you have any questions, feel free to call the Admissions office at 1-888-508-1769 or visit the Job Corps web site www.jobcorps.org

TURN THIS PAGE OVER FOR MORE INFORMATION ON JOB CORPS

What is Job Corps?

Job Corps is a free residential (in most cases) education and training program that helps students between the ages of 16 and 24 gain the experience they need to get a better job and take control of their lives. The personalized career plan you develop when you join the program will be your roadmap to a better job and a better life for you and your family. Career Transition Services, including job placement assistance, are provided after completion of classroom training. You must be between the ages of 16 and 24, be economically disadvantaged, be in need of additional education or training, not be on probation or parole, and be free of serious medical or behavioral problems.

IMPORTANT INFORMATION!!!!

The Job Corps program is not designed as an alternative to high school. If your intent is solely to obtain a GED or High School Diploma, contact our local High School, Community college or JobLink for information about programs that offer these services.

If you need assistance in contacting a specific agency, contact the Job Corps Admissions office.

Job Corps students come from all over. You will have the opportunity to learn about different cultures and to make friends with people you may not have met otherwise. No one will keep you in Job Corps against your will. But, **it is very important that you make a commitment to give it your very best try before you enter the program- only those individuals who qualify and show commitment will be accepted.**

The training is hands-on at Job Corps and you learn at your own pace. The types of training available at the North Carolina Centers include: Culinary Arts, bricklaying, painting, facilities maintenance, retail sales, business/clerical occupations, certified nursing assistant, carpentry & cement finishing. Upon arrival on center, you will spend the first several weeks (up to 60 days) in a career preparation period, designed to acclimate you to center life and acquire basic skills to enhance job readiness and job search abilities.

Each Job Corps Center is unique. They all, however, have dormitories where you live. The dorms are divided into male and female sections and, depending on the center, you can have from one to twelve roommates. Some centers also have nonresidential students who live close to the center. For students who live on center, a pass is required to leave. Students are not allowed to have cars or any other means of transportation with them on center. Any necessary transportation is provided by the center. You can visit home (with a pass) on weekends and your parent or guardian is also welcome to visit the Job Corps center at any time.

Life on center is quite regulated. You must get up at a certain time (usually around 6 a.m.). All meals are provided during certain hours. You must attend your scheduled classes every day and be in your dorm each night at a designated time (usually around 10 p.m.). There is also a specified time you must be in bed with lights out (usually around 11 p.m.). Every student is required to perform chores in the common areas of the dorms each day, like cleaning sinks, scrubbing floors, cleaning showers, etc. You are also responsible for keeping your own dorm room/area clean. There is a dress code and many times uniforms are required.

There is a zero tolerance for violence and drugs. Everyone is given a drug test upon arrival on center and everyone is required to provide a criminal background check during the enrollment process.

Most centers have a gym as well as a recreational hall with games. Most centers also have specially arranged recreational activities such as sports events and visits to tourist sites. Scheduled transportation is also provided to local shopping. There is a TV room in each dorm.

Life in Job Corps is both fun and challenging. Students get up early, go to breakfast and begin a day of career or academic training. If it's time to change your life and have a better, more promising career, then Job Corps is for you!

PLEASE PRINT ALL INFORMATION

SSN _____ - _____ - _____ NAME _____
First Middle Last

[] Male [] Female *Race _____ Date of Birth ____/____/____ Age _____

Birth Place (City) _____ (State) _____

Present Street Address _____

City _____ Zip _____ County _____

Phone (____) _____ Work (____) _____ Pager/Cell (____) _____ Email _____

Driver's License No. & State _____ Are you a legal resident of the U.S.? ____ U.S. citizen? ____

Do you have a high school diploma or GED? _____ Highest Grade you COMPLETED: _____

School Attended _____ City _____ State _____

How long have you been out of school? _____ (Circle one) days weeks months years

Are you: [] Now Employed [] Previously Employed [] Never Employed

If you are Now Employed or Previously Employed, pay per hour? \$ _____ #Weeks Unemployed _____

Who do you live with? [] Parent [] Guardian [] Relative [] Friend [] Spouse [] Other _____

Are you or a family member receiving public assistance? {food stamps, Medicaid, welfare...} [] Yes [] No

Marital Status: [] Single [] Married [] Separated [] Divorced [] Widowed

Number living in household: _____ Annual income of household : \$ _____

Do you have any children? [] Yes [] No How Many? _____ Do you have health insurance? _____

If yes, name of company: _____ Policy # _____ State _____

How did you hear about Job Corps? _____

Have you ever been arrested? [] Yes [] No IF YES, WHEN AND WHY? _____

Name of probation/parole officer? _____ Phone (____) _____

Have you ever been to Job Corps? [] Yes [] No If yes, what Center? _____

Are you planning to attend Job Corps with a friend or family member? [] Yes [] No

If yes, name of person _____ Relationship _____

**for statistical purposes only*

TURN OVER TO CONTINUE

PLEASE PRINT THE NAMES, ADDRESSES, AND PHONE NUMBER OF FOUR FAMILY MEMBERS OR CLOSE FRIENDS THAT WOULD BE ABLE TO REACH YOU IN CASE OF EMERGENCY.

Name: _____ Relationship: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____
Name: _____ Relationship: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____
Name: _____ Relationship: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____
Name: _____ Relationship: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____

If you did not complete school, explain (in detail) why you did not complete:

What vocational area (trades) are you interested in and why?

Explain why you think that Job Corps is for you and what you expect from Job Corps: