

The Mississippi Partnership WIOA Youth Enrollment Checklist

Name: _____

First Name	Middle Initial	Last Name
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Month / Day / Year

WIOA Staff must ensure that each of the following Data Elements are documented in the participant's file. WIOA Staff should refer to the MS Partnership Youth Eligibility & Data Validation Policy & TEGL 23-19, Change 3 to determine acceptable documentation for each item.

Youth Enrollment Data Elements			
Participant Name & Age/Date of Birth	☐ Yes	SNAP	☐ Yes ☐ Not Applicable
Social Security Number	☐ Yes	Other Public Assistance <i>Such as General Assistance or Refugee (GA) or Cash Assistance (RCA)</i>	☐ Yes ☐ Not Applicable
Citizenship Status/Authorized to Work in the U.S.	☐ Yes	Supplemental Security Income (SSI)	☐ Yes ☐ Not Applicable
Selective Service Status	☐ Yes ☐ Not Applicable	Free/Reduced Lunch Recipient	☐ Yes ☐ Not Applicable
Low Income	☐ Yes ☐ Not Applicable	Youth Living in High Poverty Area	☐ Yes ☐ Not Applicable
TANF	☐ Yes ☐ Not Applicable		

Youth Barrier Data Elements			
Individual with a Disability	☐ Yes ☐ Not Applicable	Foster Care Youth Status at Program Entry	☐ Yes ☐ Not Applicable
School Status at Program Entry	☐ Yes ☐ Not Applicable	Homeless or Runaway at Program Entry	☐ Yes ☐ Not Applicable
Pregnant or Parenting Youth	☐ Yes ☐ Not Applicable	Ex-Offender Status at Program Entry	☐ Yes ☐ Not Applicable
Single Parent at Program Entry	☐ Yes ☐ Not Applicable	English Language Learner	☐ Yes ☐ Not Applicable
Youth who Needs Additional Assistance	☐ Yes ☐ Not Applicable	Basic Skills Deficiency	☐ Yes ☐ Not Applicable

By signing below, I certify that all required documentation for this participant has been included:

Date _____

Date _____

Verify that these Required Forms have been completed for this participant:	
☐ Release of Information (ISY Only)	☐ WIOA Zero Income Form (if applicable)
☐ Acknowledgement Form	☐ WIOA Attestation Form (if applicable)
☐ MDES Media Release Form (if applicable)	☐ Youth Objective Assessment Form
☐ Grievance Discrimination Form	☐ Youth ISS
☐ Grievance Non- Discrimination Form	☐ Proof of Attending School (ISY only)
☐ WIOA Family Size & Income Form	☐ 5% Low Income Approval (if applicable)