



For more information about WIA programs & services please contact:  
 Jefferson County Center for Workforce Development  
 3420 3rd Avenue South  
 Birmingham, AL 35222  
 Office: (205) 324-0061  
 Fax: (205) 324-0068  
 Web: <http://wib.jccal.org>

## Jefferson County WIA Youth Program Eligibility Checklist

1. Alabama Job Link Registration Printout  
 (From the State of Alabama One Stop Career Center located @ 3440 3<sup>rd</sup> Avenue South, Birmingham, AL 35222)
2. Social Security Card (or printout) for each of the following:
  - ✓ Youth
  - ✓ Parents (if youth is claimed by parents *or* is under the State legal age of 19)
  - ✓ Dependants (for any children supported by the Youth)
3. Driver's License or State Issued ID
  - ✓ A copy for the youth and parents in the household
4. Proof of Residency (Must provide proof of Jefferson County residency for at least 6 months)
  - ✓ Lease, utility bill, or mortgage statement and
  - ✓ Residency Letter
5. Proof of Income for Youth and Parent(s) (See Family Income Chart) \*
  - ✓ Recent Paystubs (3)
  - ✓ Bank Statement
  - ✓ W-2's or Previous Year's Tax returns
6. Award Letters (if any)
  - ✓ Food Stamps or TANF
  - ✓ Disability or SSI
  - ✓ Unemployment (stubs, printout, etc.)
7. Resume
  - ✓ Most recent copy
8. High School Diploma, GED, or College Transcript (if available)
9. Selective Service for all males over 18 years of age

Family / Income Chart

Family Size	Income Level
1	10,400
2	14,000
3	18,243.
4	22,523
5	26,583.
6	31,089
Additional Family Member add...	6,090.00

**Special Note:**

Please bring this information with you for enrollment. All Youth under 19 years of age must be accompanied by a parent / legal guardian.