



**In-School Youth Eligibility Determination**  
**Workforce Innovation and Opportunity Act (WIOA)**  
 FORM WIOA I-B – 2.5 (6/24/21)

For In-School Youth Program

Name:	Participant No.:
<p align="center"><b>In-School Youth Eligibility</b>  <b>Applicant must meet age, common eligibility, low-income, school status requirements, and at least one barrier</b>  <b>In addition, priority is given to veterans and populations identified by local area</b></p>	<p align="center"><b>Documentation</b>          Check appropriate documentation used          (Only one document required per eligibility criterion)          Must maintain copies of all documents used</p>
<input type="checkbox"/> At least age 14, and not older than 21	See Date of Birth on FORM WIOA I-B – 2.1 <i>(Common Eligibility Documentation)</i>
<input type="checkbox"/> Meet common eligibility requirements	Use FORM WIOA I-B – 2.1 <i>(Common Eligibility Documentation)</i>
<input type="checkbox"/> Low-income individual	Use FORM WIOA I-B – 1.3 <i>(Low-Income Documentation)</i>
<input type="checkbox"/> Attending school <b><u>PIRL #409</u></b> Name of school: <input type="checkbox"/> in-school, secondary school or less (no secondary diploma or equivalent) <input type="checkbox"/> in school, postsecondary school (has high school diploma or equivalent)	<input type="checkbox"/> Cross-Match with Postsecondary Education Database <input type="checkbox"/> Educational Institution Enrollment Record Copy <input type="checkbox"/> Applicable Records from Education Institution (GED certificate, diploma, attendance records, transcripts, report card, or school documentation) <input type="checkbox"/> Intake Application or Enrollment Form Signed <input type="checkbox"/> Self-Attestation
<input type="checkbox"/> Veteran or eligible spouse	Use FORM WIOA I-B – 2.2 <i>(Veteran Priority Documentation)</i>
<p align="center"><b>****Must provide documentation for at least one barrier for <u>eligibility</u>.</b>  <b>Additional barriers may be <u>reported</u> using self-attestation on the application****</b></p>	
<input type="checkbox"/> <b>Basic Skills Deficient Categories (choose Category 1, 2 or 3)</b> <input type="checkbox"/> <u>Category 1</u> : A youth who has English reading, writing, or computing skills at or below the 8 <sup>th</sup> grade level on a generally accepted standardized test. The State of Arkansas interprets this criterion to mean scoring at or below Grade Level 8.9. <p align="center"><b><u>PIRL #804</u></b></p>	Note: if assessment and/or testing reveals that a person is basic skills deficient (BSD) for either category, then the BSD question on the snapshot must be “yes”.

<p><input type="checkbox"/> <u>Category 2</u>: unable to compute or solve problems, or read, write, or speaking English at a level necessary to function on the job, in the individual's family, or in society (choose and document ONE of the following)</p> <p style="text-align: center;"><b><u>PIRL #804</u></b></p> <p><input type="checkbox"/> Unable to speak English well enough to conduct a normal conversation with or follow the instructions of an English-speaker</p> <p><input type="checkbox"/> Unable to read English well enough to follow written instructions, including a manual or a recipe</p> <p><input type="checkbox"/> Unable to read and write well enough to read and appropriately complete an application for services or an application for employment</p> <p><input type="checkbox"/> Unable to pass a driver's license test written in English</p> <p><input type="checkbox"/> Unable to make change or determine if correct change was given from a clerk</p> <p><input type="checkbox"/> An adult who lacks the basic academic skills needed to obtain a job at above minimum wage, as evidenced by the adult's employment history</p> <p><input type="checkbox"/> A high-school dropout who had no education past the eighth grade</p> <p><u>Category 3</u>: English Language Learner - Document (A) <u>and</u> either (B) or (C):</p> <p style="text-align: center;"><b><u>PIRL #803</u></b></p> <p><input type="checkbox"/> (A) Limited ability to read, write, speak or comprehend the English language</p> <p><input type="checkbox"/> (B) Native language is a language other than English</p> <p><input type="checkbox"/> (C) Lives in a family or community environment where a language other than English is the dominant language</p>	<p style="text-align: center;"><b><u>Documentation for Categories 1 &amp; 2:</u></b></p> <p><input type="checkbox"/> Case notes</p> <p><input type="checkbox"/> Assessment Test Results</p> <p><input type="checkbox"/> Applicable Records from Education Institution (transcripts, academic assessments, or other school documentation)</p> <p style="text-align: center;"><b><u>Category 1 - Record the levels, if desired</u></b></p> <p>Document scoring 8.9 or below on an appropriate standardized test administered within the last 6 months</p> <p>Test: _____</p> <p>Given by: _____</p> <p>Date: _____</p> <p>Reading: _____ Math: _____</p> <p style="text-align: center;"><b><u>Category 1 - Record the levels, if desired</u></b></p> <p>School documents giving current grade-level equivalency of youth's abilities (in last 6 months)</p> <p>Document: _____</p> <p>Date: _____</p> <p>Reading: _____ Math: _____</p> <p style="text-align: center;"><b><u>Documentation for Category 3:</u></b></p> <p><input type="checkbox"/> Case notes</p> <p><input type="checkbox"/> Assessment Test Results</p> <p><input type="checkbox"/> Applicable Records from Education Institution (transcripts, or other school documentation)</p> <p><input type="checkbox"/> Self-Attestation</p> <p><input type="checkbox"/> Intake Application or Enrollment Form Signed</p>
<p><input type="checkbox"/> <u>Offender or ex-offender: PIRL #801</u> (Is or has been subject to any stage of criminal justice process for committing a status offense or delinquent act OR requires assistance in overcoming barriers to employment because of arrest or conviction)</p>	<p><input type="checkbox"/> Documentation from criminal justice system</p> <p><input type="checkbox"/> Telephone verification with court or probation representatives</p> <p><input type="checkbox"/> Self-attestation with sufficient information to describe situation</p>

<input type="checkbox"/> <u>Homeless individual</u>	Document <b>Homeless Individual</b> in FORM WIOA I-B – 1.3 ( <i>Low-Income Documentation</i> )
<input type="checkbox"/> <u>Runaway</u> Note: A runaway is also classified as homeless [TEGL 22-15].	Document under <b>Homeless Individual</b> in FORM WIOA I-B – 1.3 ( <i>Low-Income Documentation</i> )
<input type="checkbox"/> <u>Foster Care Youth</u> <b><u>PIRL #704</u></b>  Youth is aged 24 or under who is currently in foster care or has aged out of the foster care system	<input type="checkbox"/> Written Confirmation from Social Services Agency <input type="checkbox"/> Case Notes <input type="checkbox"/> Self-Attestation <input type="checkbox"/> Foster Care Agency Referral Transmittal <input type="checkbox"/> Intake Application or Enrollment Form Signed <input type="checkbox"/> Needs Assessment <input type="checkbox"/> IEP/ISS Signed
<input type="checkbox"/> <u>Pregnant or Parenting Youth</u> (male or female; single or married; custodial or non-custodial) <b><u>PIRL #701</u></b>	<input type="checkbox"/> Self-Attestation <input type="checkbox"/> Case Notes <input type="checkbox"/> Needs Assessment <input type="checkbox"/> WIC Eligibility Verification <input type="checkbox"/> TANF Single Parent Eligibility Verification <input type="checkbox"/> Intake Application or Enrollment Form Signed <input type="checkbox"/> ISS Signed
<input type="checkbox"/> <u>Individual with a disability</u> <b><u>PIRL #202</u></b> (Disability documents must be kept confidential)	<input type="checkbox"/> Self-Attestation <input type="checkbox"/> School 504 Records Provided by Student <input type="checkbox"/> Assessment Test Results
<input type="checkbox"/> <u>Youth Who Needs Additional Assistance</u> <b><u>PIRL #702</u></b>	Documentation identified by LWDB, but suggested documentation include: <input type="checkbox"/> Self-Attestation <input type="checkbox"/> Intake Application or Enrollment Form Signed <input type="checkbox"/> Case Notes <input type="checkbox"/> Needs Assessment <input type="checkbox"/> ISS Signed
<b>Staff completing form:</b>	<b>Date of eligibility determination:</b>