

APPLICANT'S NAME: \_\_\_\_\_ PH#: \_\_\_\_\_

**DELTA WORKFORCE INVESTMENT AREA**  
**WIOA ELIGIBILITY REQUIREMENT HANDOUT**  
*Application requirements for prospective ITA participants.*

Applicants who have scored a bronze or higher on the National Career Readiness Certificate should submit a **complete application packet** in order to be considered for WIOA. The following list of items is needed to determine ITA eligibility:

- Program of study with start and end dates and estimated costs
- Driver's license or state issued identification (copy)
- Social security card (copy)
- Proof of income (most recent paystub, etc...)
- Transcript showing previous semester grades; must meet minimum 2.0 GPA requirement (unofficial transcript copy will suffice)
- FAFSA Confirmation page received by student via personal email (copy)
- Proof of Pell Grant eligibility (provided by MVSU - Financial Aid Dept.)
- Official acceptance letter from the training provider (provided by MVSU - HR Dept.)

WIOA is not an entitlement. There are eligibility requirements. If you are approved for WIOA funding, **you must notify the WIN Job Center of your enrollment status** or if any of your personal information, such as address, cell phone number, changes, etc.... **It is imperative that you furnish a copy of your transcript to the WIN Job center at the end of each semester.** If you fail to do this, a hold may be placed on your student account at MVSU.

## WIOA PROGRAM OF STUDIES

(To be completed by Advisor)

Student: \_\_\_\_\_ Degree/Certificate Sought: \_\_\_\_\_

SSN: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

Semester 1    Fall \_\_\_\_\_                      Sp \_\_\_\_\_                      SI \_\_\_\_\_                      SII \_\_\_\_\_

Course No. (not CRN)	Course Title	Credit Hours

Semester 2    Fall \_\_\_\_\_                      Sp \_\_\_\_\_                      SI \_\_\_\_\_                      SII \_\_\_\_\_

Course No. (not CRN)	Course Title	Credit Hours

Semester 3    Fall \_\_\_\_\_                      Sp \_\_\_\_\_                      SI \_\_\_\_\_                      SII \_\_\_\_\_

Course No. (not CRN)	Course Title	Credit Hours

**If a student is pursuing an undergraduate degree in education, advisor certifies student has been accepted into the teacher education program.**

\_\_\_\_\_

**Advisor Signature/Date**

WIOA will only pay for the last 3 semesters in a degree program or for required classes in a certificate program. WIOA will only pay for a summer session if it is part of the final three semesters. **Please indicate any intersession classes.**