

## WIOA DOCUMENTATION CHECKLIST

**Youth Workforce Innovation and Opportunity Act (WIOA) Program, These documents are required for ALL PARTICIPANTS:**

- Social Security Card
- Driver's License or Picture ID Card  
(Examples: Learner's Permit, Government ID, DMV/State ID card, school ID)
- Proof of Citizenship / Right to Work  
(Examples: Birth Certificate, Passport, Permanent Residence Card (Green Card), Voter ID or work permit that is valid for one year or more)
- School Records  
(Examples: Most recent diploma, transcripts and/or report card, and Individualized Education Program (IEP) document as applicable)
- Verification of Barriers: Homeless, Foster Care, Runaway, Pregnant/Parenting, Offender, School Drop-Out, Basic Skills Deficient, Disabled, English Language Learner. Please submit proof of any of these challenges that you have encountered.

**These documents are required for SOME PARTICIPANTS, when applicable:**

- If male, age 18 or older: Selective Service Registration Confirmation  
(Examples: Printout from [www.sss.gov](http://www.sss.gov), selective service card, or application confirmation letter)
- Veteran Status  
(Examples: DD-214, Report of Transfer or Discharge, Letter from Department of Veterans Affairs)
- Public Assistance Verification  
(Examples: Notice of Action letter, TANF documents, SNAP notification, EBT card with printed name, etc.)
- Income Verification  
(Examples: Paystubs, bank statements, public assistance documents, or unemployment statements)
- Family Size Verification  
(Examples: Most recent tax return, lease, or public assistance letter with family members listed; and/or birth records of dependents)