

November 9, 2015

DIRECTIVE:	JOB CORPS INFORMATION NOTICE 15-16
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
National Director
Office of Job Corps

SUBJECT: Job Corps Internet Access

1. Purpose. To clarify policies governing Job Corps users' Internet access.
2. Background. The use of the Internet for student training on Job Corps centers has increased significantly over the years. The Job Corps Data Center (JCDC) has taken many steps to keep pace with the increased demand for Internet access at Job Corps Centers, for both training and non-training related activities.

Networx Contract:

In PY2009, the JCDC participated in the selection of a national telecommunications service provider to provide telecommunications services (Internet and Private Wide Area Network (WAN) service) to all Job Corps centers. As part of the selection process, the JCDC specified increased bandwidth for both Internet and Private WAN access for all Job Corps centers. In addition to increasing the bandwidth, Job Corps also implemented a design that separated Internet traffic from production traffic.

As the party responsible for ensuring that Internet access by both Job Corps staff and students is in compliance with Federal and DOL policies, the JCDC must implement controls to monitor and manage Internet access from the Job Corps network. These controls prevent staff and students from accessing inappropriate content and provide a level of forensics so that Job Corps can respond to incidents when it is necessary to track online activity to an individual user.

Cable Modems:

In addition to expanding the amount of Internet bandwidth under the Networx contract, in PY2012 Job Corps began encouraging Job Corps centers to procure Internet service from local cable companies (See JCDC Notice 12-089). Job Corps centers can obtain as much Internet

bandwidth as they deem necessary. Access to the Internet via the cable modems is still subject to the same controls and filtering as on the Job Corps provisioned Internet circuits.

Wireless LAN vs. Wi-Fi:

Wireless LANs (WLAN) and Wi-Fi are technically interchangeable terms that refer to data transmission using radio signals. Wi-Fi is an industry coined marketing term that was targeted at consumers. All Job Corps centers have a Wireless LAN. The WLAN on Job Corps Centers is a connection medium that allows a device to access resources on the Job Corps Center Local Area Network (LAN) and Wide Area Network (WAN). The Wireless LAN on Job Corps centers is most prominently used in the Student Testing System (STS) lab, but also for staff and student access in locations where hard wired connections are not available. Internet access policies for Wireless LAN connections are the same as they are for hard wired connections.

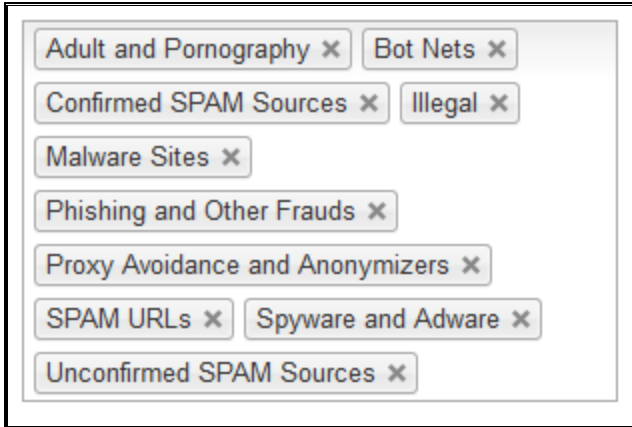
In accordance with Federal and DOL policies, the use of personal devices such as smart phones, tablets and other smart devices on the Job Corps WLAN is not allowed. Only Government Furnished Equipment (GFE) is allowed, by policy, to connect to the Job Corps network either via wireless or hard wired connection.

For the purposes of this document, the term “Wi-Fi” will refer to a wireless access network, separate from the Job Corps network, which **does** allow connection of personal smart devices for Internet access only.

Student Internet Café:

Over the last several months, Job Corps has piloted a Student Internet Café at two Job Corps centers. The purpose of the pilot was to provide Internet access for personal devices with less restrictive policies while maintaining the ability to track Internet usage to an individual user. Job Corps tested three different deployment options and determined the best option is to use a separate cable modem integrated with a cloud-based wireless access solution, similar to what is used at hotels. The Wi-Fi solution for Job Corps students who wish to use their personal devices to access the Internet will require those students to log in with their live.jobcorps.org account in order to access the Internet from their personal smart device.

Requiring students to log in before access to the Internet is granted enables Job Corps to trace user activity on the Internet should an incident occur. Access to the Internet via the Student Internet Café is much less restricted and will allow students to access popular applications, such as Facebook and YouTube, which currently are blocked on the production network. The graphic below shows the content categories that will continue to be blocked when students access the Internet from the Student Internet Café.



The Student Internet Café will require the Job Corps Center to determine a physical location on center where the Internet café will be located, such as a student union or recreation hall. The Job Corps Center is responsible for procuring a cable modem and having it installed in the location where the Student Internet Café will be located. Job Corps will provide the wireless access points and associated network equipment required to support connections from student smart devices.

This cable modem is separate from any cable modem procured by the center for Internet access on the production network. If the center already has a cable modem used for production Internet access, a separate cable modem will need to be procured to support the Student Internet Café. The Job Corps Center is responsible for all costs associated with the cable modem for the Internet Café.

More detailed technical requirements for the Student Internet Café will be provided in a forthcoming document. Scheduling of the deployment of the Student Internet Café will be based on when the cable modem has been installed at each Job Corps center.

Please note that the Student Internet Café is still pending National Office approval and funding.

Job Corps has taken steps to increase the bandwidth for Job Corps Centers and will continue to develop solutions to provide the end user with the desired access while maintaining the required level of accountability.

3. Action. A copy of this notice should be distributed to all interested parties.
4. Expiration Date. Until superseded.
5. Inquiries. Inquiries should be directed to Linda Estep at estep.linda@dol.gov.