

March 13, 2006

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 05-11
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: GRACE A. KILBANE  
National Director  
Office of Job Corps

SUBJECT: Chapter 1: Sections 1.2 and 1.5 and Clarification of Exhibit 1-1,  
Section L: Veteran's Priority

1. Purpose. To define requirements for providing appropriate priority to veterans and eligible spouses entering Job Corps or seeking employment with Job Corps contractors.

2. Background. The previous change to the Policy and Requirements Handbook (PRH) defined the Armed Forces as the Army, Navy, Air Force, Marine Corps, or Coast Guard. This PRH change removes that language and considers the term "Armed Forces" to mean these five branches **and** their reserve components.

For the purposes of veteran's priority, veterans are defined as those individuals who have been separated with an honorable discharge or under honorable conditions from active duty in the Armed Forces of the United States, performed during one of the periods or campaigns described in 5 U.S.C. 2108. This takes into account reservists and members of the National Guard who have been called to active duty.

Criterion L in Exhibit 1-1 has also been updated to clarify the documentation requirements of veterans and their spouses. All veterans who participated in active duty, or their spouses, must present their DD Form 214, Report of Separation. In addition, those veterans with a service-connected disability of 30% or more, or their spouses, must provide a letter, dated within the last 12 months, from the Department of Veteran's Affairs of the Department of Defense certifying receipt of compensation.

3. Reference. PRH Change Notice 05-10.

4. Explanation of Changes.

PRH Chapter 1 Outreach and Admissions

Section 1.2 Eligibility Determination and Screening Factors  
Requirement 2 Eligibility

In the second paragraph following criterion e, the listing “(Army, Navy, Air Force, Marine Corps, or Coast Guard)” has been removed.

Section 1.5 Applicant Assignments  
Requirement 1 Assignment and Scheduling Procedures

In criterion e, the listing “(Army, Navy, Air Force, Marine Corps, or Coast Guard)” has been removed.

Exhibit 1-1 Job Corps Eligibility and Additional Selection Criteria and Documentation Requirements

In criterion L, the documentation requirements for veterans and their spouses have been clarified. Additionally, the listing of “Army, Navy, Air Force, Marine Corps, or Coast Guard” has been removed.

5. Filing Instructions.

<b>REMOVE FROM PRH</b>	<b>INSERT</b>
Chapter 1, Section 1.2, dated February 6, 2006	Chapter 1, Section 1.2, dated March 13, 2006
Chapter 1, Section 1.5, dated February 6, 2006	Chapter 1, Section 1.5, dated March 13, 2006
Chapter 1, Exhibit 1-1, dated February 6, 2006	Chapter 1, Exhibit 1-1, dated March 13, 2006

6. Effective Date. March 13, 2006

7. Action. Addressees are to ensure that a copy of this Notice is distributed to appropriate staff.

8. Inquiries. Inquiries should be directed to Dennis Johnson, at (202) 693-2876, or e-mailed to [johnson.dennis@dol.gov](mailto:johnson.dennis@dol.gov).

## Attachments

A – Chapter 1, Section 1.2

B – Chapter 1, Section 1.5

C – Exhibit 1-1