

October 2, 2009

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 09-06 AND RELATED PAG CHANGES
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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  
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LYNN A. INTREPIDI  
Interim National Director  
Office of Job Corps

SUBJECT: PRH Chapter 4, Sections 4.2, R2.a and 4.5, R2.a; Appendix 501  
Introduction; and Appendix 501c: Placement Window Extended

1. Purpose. To update Job Corps policy in the Policy and Requirements Handbook (PRH) and related parts of the Program Assessment Guide (PAG) regarding the placement window for Job Corps graduates.
2. Background. In PY 2005, the window for graduate placement was reduced from 12 months to 6 months to both ease Career Transition Services (CTS) providers' caseloads and accelerate the basis for follow-up services. At that time, the majority of students (approximately 75%) were being placed in the first 6 months of their placement window.
3. Explanation of PRH Changes. Due to the rise in the unemployment rate over the past 2 years and the negative new job growth rate, the graduate placement window has been extended by 3 months, to a total of 9 months, for all graduates who separate from Job Corps on or after October 1, 2009.

Graduates will continue to receive career transition support services for 12 months after their initial placement as mandated by the Workforce Investment Act (WIA). Therefore, the maximum length of time a graduate will receive services is 21 months. This modification in the service time frame will allow CTS providers additional time to place graduates under these more challenging labor market conditions, and it is anticipated that this change will positively impact the graduate population.

Graduates who separated from the program prior to October 1, 2009 will continue to receive up to 6 months of placement services, and 12 months of career transition support

services, for a maximum service period of 18 months. The 3-month placement window for former enrollees remains unchanged.

The aforementioned policy changes are reflected in Chapter 4, Sections 4.2, R2.a and 4.5, R2.a, as well as in Appendices 501 Introduction and 501c.

4. Explanation of PAG Changes. The PAG will be updated to reflect these changes.
5. Action Required. Addressees are to ensure that this Change Notice is distributed to all appropriate staff.
6. Effective Date. October 2, 2009.
7. Inquiries. Inquiries should be directed to Rachel Floyd-Nelson at (202) 693-3120 or [floyd-nelson.rachel@dol.gov](mailto:floyd-nelson.rachel@dol.gov).

#### Attachments

A – PRH Cover

B – PRH Chapter 4

C – Appendix 501 Introduction

D – Appendix 501c