

October 27, 2010

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 10-06
-------------------	--

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: EDNA PRIMROSE
National Director
Office of Job Corps

SUBJECT: PRH Chapter 1, Exhibit 1-1

1. Purpose. To revise Exhibit 1-1 in the Policy and Requirements Handbook (PRH), Chapter 1, Outreach/Admissions, to rectify a formatting error in the current Exhibit 1-1.

2. Explanation of Changes.

- a. Exhibit 1-1, Job Corps Eligibility and Additional Selection Criteria and Documentation Requirements, has been revised to correct formatting errors that occurred on page 5 of Section D, Low Income Eligibility.
- b. Section D includes three pages (4-6). The first and last pages of this section have the headings Sample and Non-Sample across four columns (two under Assessment/Verification Requirements, and two under Documentation Requirements). The middle page (5) erroneously showed the heading All Applicants across three columns. This has been corrected as follows:
 - (1) A fourth column has been reinserted on page 5.
 - (2) The first two column headings on page 5 (under Assessment/Verification Requirements) have been corrected to read "Sample" and "Non-Sample"; the next two column headings (under Documentation Requirements) have been corrected to read "All Applicants" and "Non-Sample."

3. Action. Addressees are to ensure this Change Notice is distributed to all appropriate staff.

4. Effective Date. October 27, 2010.

5. Inquiries. Inquiries should be directed to Wendy Manning at (202) 693-3633 or manning.wendy@dol.gov.

Attachment

Exhibit 1-1