

Abbreviated 307 – CTT Change Request/Program/TAR Code Request Form

National Office of Job Corps

Career Technical Training Program Code Request Form (Abbreviated 307)

To be completed upon Regional Office permission (in lieu of Career Technical Change Request Process proposal) and submitted to the National Office for final approval.

Please provide a brief description of the request for training titles and codes for programs to be deleted and/or added, please complete the chart below. **Note:** This form is for CTT Changes that require **no funding** from the National Office.

Justification for change request:

Changes requested

Action 1: *(Please insert a description of the change you are requesting here. Include the projected implementation date, student teacher ratio, total slots and complete the chart below.)*

Operated by	Industry Area	TAR/Training Title	Occ. Code	TAR Code	TPA	Slots

Approvals:

Center Director: _____

Regional Office: _____

National Office: _____