

November 14, 2014

<b>DIRECTIVE:</b>	<b>JOB CORPS PRH CHANGE NOTICE NO. 14-07</b>
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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:** LENITA JACOBS-SIMMONS  
Acting National Director  
Office of Job Corps

**SUBJECT:** Clarification to the Policy and Requirements Handbook (PRH)  
Section 6-5, R2, Student Clothing

1. Purpose. Revised PRH Section 6-5, R2, includes a clarification to the structure and payment amounts for clothing allowances to students.
2. Explanation of Changes. Section 6.5, which became effective January 1, 2013, states the Office of Job Corps implemented new clothing-allowance levels for students.

The amount Job Corps students receive for clothing allowance varies based on length of stay in the program:

<b>Policy</b>
30-90 days - \$100
Graduates only (within 90 days of graduation) - \$125
Students enrolling in AT/ACT - \$100 - Available at time of transfer

Thus, all students coming into the program are eligible for the first \$100. After that, students meeting the definition of a graduate as described in PRH 4.2, and who are within 90 days of graduation from the program, can receive an additional \$125. This applies to Advanced Training transfer students.

There will be no other clothing allowances for students.

3. Action. Addressees are to ensure this PRH Change Notice is distributed to all appropriate staff.
4. Effective Date. Immediately
5. Inquiries. Questions or comments concerning this PRH Change Notice should be addressed to Linda Estep at [estep.linda@dol.gov](mailto:estep.linda@dol.gov).

Attachment

PRH Chapter 6