

September 29, 2005

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 05-06
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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: Addition of Job Corps Student Survey Reports to the Job Corps Resource Library

1. Purpose. To announce that electronic copies of the Student Satisfaction Survey (SSS) Reports will be available online in the Job Corps Resource Library (JCRL).
2. Background. Each quarter, paper copies of the SSS Reports are distributed to the Job Corps community. In August 2005, electronic copies of the reports were made available online through the JCRL at <http://jcrl.jcdcnnet.org> (inside network) or <https://jcrl.jobcorps.org> (outside network).

Copies of the reports will continue to be sent for the September 2005 and December 2005 administrations. Beginning in 2006, reports will only be available electronically through JCRL. Users will be notified when the quarterly reports have been posted in JCRL.

3. Action. To access the SSS Reports via the JCRL, it is necessary to complete and send the attached JCRL Request Form to modify current access or request a new User ID and Password. Request Forms must be faxed to (512) 804-2012, Attention: TAC.
4. Expiration Date. Until superseded.
5. Inquiries. Direct any inquiries to Chris Conboy, at (202) 693-3093, or e-mail Conboy.Chris@dol.gov.

Attachment