II.

Adult Eligibility
The Workforce Investment Act (WIA) serves adults age 18 and older.

WIA adult programs are designed to meet employer needs by helping job seekers upgrade skills, obtain employment, improve job retention and increase earnings.

WIA adult services include:

- job search, job referral, and placement assistance;
- career counseling;
- labor market information;
- assessment of skills and needs;
- individual employment plan development;
- occupational skills training;
- skills upgrading and retraining;
- job readiness training; and
- adult education and literacy

This section provides information for determining eligibility for the adult program. See Section V for verification and documentation for WIA eligibility.
WIA ADULT
Eligibility Flowchart

APPLICANT

Citizen or Eligible Non-citizen

NO → Refer to Other Appropriate Service Provider

YES → Age 18 and Older

NO → Refer to Other Appropriate Service Provider or Screen for WIA Dislocated Worker and Youth Eligibility

YES → Send to Appropriate Agency for Registration or Workforce Area/Contractor Can Register

SELECTIVE SERVICE REGISTRATION
If male, born on or after Jan. 1, 1960, and has attained 18th birthday (without attaining 26th birthday), has he presented himself for registration per Section 3(a) of Military Selective Service Act?

NO → If born after Jan. 1, 1960, and has attained 26th birthday and has not registered, see the Selective Service Requirements.

YES → Low-Income Individual Applicable When Enrolling Adults in Staff-assisted Core, Intensive or Training Services (Note: See Low Income Definition)

NO → Screen for WIA Dislocated Worker Eligibility; Refer to Other Appropriate Service Provider

YES → Proceed with Registration

EXCEPTION
Local Adult Income Exemption Policy
If local WIA funds are unlimited, the Board may establish its own WIA service priority group, including serving adults who are not low income. Reference your Board policy for specific information.

EXCEPTION
Disabled Individual
A disabled adult, whose family does not meet income criteria, is considered low income if the individual’s own income, separate from the household, meets the low income definition.
WIA ELIGIBILITY REQUIREMENTS
ADULT (18 OR OLDER)

An individual (18 or older) shall be eligible to participate in the WIA Title I Adult Program if such individual meets:

General Eligibility consists of:

- Citizenship or Eligible to Work
- Selective Service Registrant, if applicable
- Age

**NOTE:** If funds allocated to a local area for adult employment and training activities are limited, priority shall be given to recipients of public assistance and other low-income individuals for **intensive** and **training** services.

Each Local Workforce Investment Board must develop a priority of service policy regarding Workforce Investment Act (WIA) Title I Adult intensive and training services. The Local Workforce Investment Board’s priority of service policy must include, but is not limited to, public assistance and other low-income individuals in the local area. The Local Workforce Investment Board will indicate its priority of service policy in its WIA local plan, specifying the target groups that will receive priority service.
ADULT (18 or older)

Individuals must meet General Eligibility, which consists of Citizenship or Eligible to Work, Age, and Selective Service Registration.

**Citizenship or Eligible to Work** – participation in programs and activities financially assisted in whole or part under WIA shall be open to citizens and nationals of the United States, lawfully admitted permanent resident aliens, lawfully admitted refugees and parolees, and other individuals authorized by the Attorney General to work in the United States (applies to all programs under Title I). [Act 188(a)(5)]

**Selective Service Registrant** – the Secretary shall ensure that each individual participating in any program established under WIA, or receiving any assistance or benefit under WIA, has not violated Section 3 of the Military Selective Service Act (MSSA) (50 U.S.C. App. 453) by not presenting or submitting to registration as required pursuant to such section. The Director of the Selective Service System shall cooperate with the Secretary in carrying out this section.

**NOTE:** Males born on or after January 1, 1960 must register with the selective service system within 30 days after their 18th birthday or at least before they reach the age of 26. [Act 189(h)]

Procedures outlined in TEGL No. 4-89, dated March 19, 1990, and TEGL No. 8-98, dated November 4, 1998 must be followed.

**Adult** – the term adult means an individual who is age 18 or older. [Act 101(1) and 20 CFR 663.110].