Documents Required

ALL APPLICATIONS

□ Drivers' License or State Identification Card

□ Tribal Citizenship (must show blood quantum) or C.D.I.B. card

□ Social Security Card

□ Proof of Residency (Utility Bill or other mail rec'd within past 30 days) must reside in Creek
  Jurisdiction

□ Income verification for <u>everyone</u> in household receiving income

    □Check stubs □Child support □Retirement/pension □Veteran benefits □Unemployment □SSI □SSA

    □TANF □Per Capita □Oil Royalty □Alimony □Self Employment (previous year tax forms)

    □other income_____ *If <u>unemployed</u> □ Monetary Determination from Workforce

  ** (Non-Creek) Tribal Members must meet income guidelines and sign Income guidelines form) also provide previous year tax forms.

□ Verification of SNAP benefits or Food Distribution-if applicable

□ Veterans (Copy of DD214 OR V.A. verification) if applicable

□ Selective Service Verification all males over 18-available online

□ Application

GED TEST (no reimbursements)

□ Letter from class instructor/pre-test facilitator with pre-test scores and recommendation to test for the GED

GED INCENTIVE

□ GED scores/certificate (within 90 days of completion)

NEW EMPLOYMENT SUPPORT SERVICE (Only once per fiscal year/Two times life time maximum)

*Must be unemployed more than 30 days and not have received first full paycheck

□ Employment Verification

CAREER READINESS PROGRAM

□ Resume   □Work Keys   □Career Assessment   □High School Diploma or Transcript or GED certificate/scores

CRT PROGRAM

   *All students who have previously attended any College or Technical School must provide a transcript.

□Career Assessment   □School Acceptance Letter/Enrollment Verification/Class Schedule

□High School Diploma or Transcript w/graduation date **or** GED certificate/scores

Part Time

□ Current & Previous clients must provide a transcript (completion of previously funded class & 2.0 GPA required)

Full Time 12+ Hrs. College required

□Current & Previous clients must provide a transcript (completion of 12+hrs. & 2.0 GPA required)

□Current Year FAFSA information or School Award Letter

Tribal/Incentive Grant

□ Muscogee Creek Citizenship Card   □School Acceptance Letter/Enrollment Verification/Class Schedule

□ Current and Previous clients must provide a transcript

SUMMER YOUTH PROGRAM

□ High School or College Transcript	□ Resume	□ Career Assessment
□1-9 Employment Eligibility Verification Form	□ W-4 Form	□ Direct Deposit Form