

## REQUIRED DOCUMENTATION

### 2024-25 CT YOUTH EMPLOYMENT PROGRAM

#### Eligible youth must be 14-24 years of age as of July 1, 2024

All youth under the age of 16 require parental signatures on the application and all WorkPlace required documents.

Please note: Copies of the following documents must be submitted on the date of your interview. If you do not have **ALL** of the required documents at the time of your eligibility interview you will have to reschedule (within 24 hours) another interview time. If you are unable to make it to your interview, please call to reschedule.

#### Eligibility Documents

1. Signed Social Security card
2. Proof of Citizenship (please bring one of the following) Note: You must be eligible to work in the US.
  - o Birth Certificate
  - o Unexpired Alien Registration Card showing right to work (i.e. INS forms I-51, I-55, I-94, I-688A, I-197, I-179)
  - o Unexpired U.S. Passport
  - o Unexpired Foreign Passport Stamped Eligible to Work
  - o Naturalization Certificate
3. Identification (If applicable – please bring one of the following)
  - o Student ID – if in school
  - o State issued Photo ID – for those not in school or if you are in school and have no Student ID
4. Proof of Income Or Free/Reduced Lunch Verification (if applicable – please bring one of the following)
  - o Lunch Form signed by school official
  - o Official school notification letter

Or Proof of Income (If you do not receive Free or Reduced Lunch or if you are not a youth in DCF care, please bring one of the following.)

- o Paystubs for all working family members for the last 30 days
- o Proof of SNAP
- o Proof of Temporary Family Assistance (TANF)
- o Proof of State Administered General Assistance (SAGA) cash or medical
- o Social Security (SSI) Benefit Letter
- o SSDI (Social Security Disability Income) Benefit Letter

