

WRANGELL COOPERATIVE ASSOCIATION

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JP&T APPLICATION FOR TRAINING CHECKLIST

First Name	MI	Last Name	Date

The purpose of the Wrangell Cooperative Association Job Placement and Training Program is to assist eligible applicants to obtain job skills and to find and retain a job leading to self-sufficiency.

- Training may not exceed 24 months of full-time actual training hours
- Registered Nurse training may not exceed 36 months of full-time actual training hours
- Training must lead to permanent and gainful employment

Eligibility

- Applicant must be enrolled with Wrangell Cooperative Association
- Applicant must reside in the Wrangell, Alaska service area
- Applicant must show financial need (difference between available resources and cost of training)

The following documents or information is required to complete the application package

- Verification of Tribal Enrollment
- Verification of Residency
- Verification of Selective Service Registration (if applicable)
- Acceptance Letter from the training institute you will be attending
- Job Planning/Training Plan and Individual Employment Plan
- Financial Aid Package Form – Proof that you have applied for Financial Aid
- Verification of application for Scholarships from native organizations i.e. Sealaska, Alaska Native Brotherhood/Sisterhood
- Copy of high school diploma or GED certificate
- Completed and submitted FAFSA application
- Assessments applicable to training
- Student Budget Forecast Form
- Medical and Dental Services Form
- Student Agreement Form
- Release of Information Form
- Request for Vendor Setup Form and W-9

****All information submitted with this application is confidential and will be used only for consideration of applicants requesting funding from Wrangell Cooperative Association Job Placement and Training Program.**

Completed application must be received 30 days prior to start of training – This allows adequate time for making financial, living and travel arrangements needed by students.

OFFICE USE ONLY	
Date of Application Received	Date of Applicant Appointment
Date Application Completed	Job Placement & Training Officer's Signature