

Program Application Checklist Construction Training and GED Preparation Program

You must submit all of the following required documents and forms before being accepted into the Construction Training Program. Your application will not be considered complete until you submit all documents — submission of an incomplete application will cause delays, which may affect your enrollment date and/or eligibility. If you have questions about this information, please call 617.445.8887.

.....

PROOF OF IDENTITY

Mass ID or License (Registry of Motor Vehicles)

PROOF OF CITIZENSHIP

Birth Certificate

or

Passport

or

Immigration card

and

Social Security card

PROOF OF ADDRESS

A bill with your name and address

Or

Lease with your name listed as a tenant

Or

A letter from the landlord stating that you live at the address on your application

PROOF OF INCOME

Pay stub or W-2 form from you or head of household

or

Letter from your employer from you or head of household

or

Most recent tax return from you or head of household

PROOF OF PHYSICAL EXAM

HIGH SCHOOL TRANSCRIPT

Form is attached, complete and return it when you come for your interview

REGISTER WITH SELECTIVE SERVICE

All males over 18 years old must be registered with selective service. You can register at any post office or online at www.sss.gov and bring proof that you have registered.

SPONSOR FORM

This form is attached. You need (someone over 25 years old, willing to take an active role in your life, and interested in seeing you make a positive change) complete the form and you return it when you come for your interview.

CORI REQUEST FORM

Form is attached, complete and return it when you come for your interview.

PHOTO RELEASE FORM

Form is attached, complete and return it when you come for your interview.

300 WORD ESSAY

Paper is attached; essay should be complete when you come for your interview.

.



504 Dudley Street, Roxbury, MA 02119 • Tel: 617.445.8887 • Fax:617.427.3950 • www.youthbuildboston.org

High School Transcript Request Form

TO: High School Registrar
FROM: YouthBuild Boston
RE: Release of Official Transcript

This is a formal request to release to YouthBuild Boston the official high school transcript for the student named below. Please fax or mail transcript to:

YouthBuild Boston
Attn: Program Applications
504 Dudley Street
Roxbury, MA 02119
Fax: 617.427.3950

If you have any questions regarding this request, please call our case management staff: 617.445.8887.

Applicant Name: _____

(If married, list your maiden name)

SS#: _____

Date of birth: _____

Address: _____

City, State, Zip: _____

Last school attended: _____

Address of school: _____

Last year attended: _____

Applicant signature: _____ Date: _____

(if applicant is under 18 years old)

Parent/Guardian name: _____

Parent/Guardian signature: _____ Date: _____

.

YouthBuild Boston is funded in part by the United States Department of Labor under Grant No. YB168850860A25. This document does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. YouthBuild Boston does not discriminate on the basis of race, color, gender, sexual orientation, religion, creed, national origin, age, veteran status, or disability unrelated to job requirements.



504 Dudley Street, Roxbury, MA 02119 • Tel: 617.445.8887 • Fax:617.427.3950 • www.youthbuildboston.org

Sponsor Form – Construction Training Program

NOTE TO APPLICANT:

Please fill in this section, and then give to your sponsor to fill out the next section. Remember, your sponsor may not be a family member. Applicant's Name (please print): _____

Street Address: _____ Apt #: _____

City: _____ State: _____ Zip code: _____

Home Phone: _____ Cell/Work Phone: _____

.....

NOTE TO SPONSOR:

The young person named above has given us your name as someone who is able to act a sponsor for them as they attend the YouthBuild Boston Construction Training Program.

SPONSOR AGREEMENT

YouthBuild Boston's Sponsor Agreement Form is a collaborative agreement between two parties whose sole commitment is to continue the holistic development of a student. The two parties involved in this agreement will consist of the sponsor and YouthBuild Boston. A sponsor is a community-based organization, youth development worker, boss, former employer or other personal advocate actively involved with an individual enrolling in our program. YouthBuild Boston will be responsible for communication to the sponsor about the student's progress.

The agreement stipulates that the student sponsor take responsibility for the following:

1. Assisting in the enrollment process, which includes ensuring that the student reports for scheduled appointments in a punctual manner, and is prepared with proper documents and materials mandated by the program.
2. Supporting and encouraging the student to maintain focus and motivation throughout their training course.
3. Helping and encouraging the student during their job search activities.

As a sponsor, YouthBuild Boston welcomes and expects your full cooperation in supporting our student. We hope we can collectively succeed in our quest for youth development as it coincides with the development of our communities.

If you acknowledge all of the stipulations of this Sponsor Agreement Form and accept the responsibilities as a sponsor for the young person named above, please complete the following information and sign below to solidify this letter of agreement.

Sponsor's Name (please print): _____

Street Address: _____ Apt #: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell/Work Phone: _____

Your relationship to applicant: _____

Sponsor Signature: _____ Date: _____

.

YouthBuild Boston is funded in part by the United States Department of Labor under Grant No. YB168850860A25. This document does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. YouthBuild Boston does not discriminate on the basis of race, color, gender, sexual orientation, religion, creed, national origin, age, veteran status, or disability unrelated to job requirements.



504 Dudley Street, Roxbury, MA 02119 • Tel: 617.445.8887 • Fax:617.427.3950 • www.youthbuildboston.org

CORI Request form

YTHBD
FE191

YouthBuild Boston has been certified by the Criminal History Systems Board for access to conviction and pending criminal case data. As an applicant for a YouthBuild Boston program, I understand that a Criminal Offender Record Information check will be conducted for convictions and pending criminal case information only and that it will not necessarily disqualify me. The Information below is correct to the best of my knowledge.

Applicant Signature: _____ Date: _____

.....

APPLICANT INFORMATION (PLEASE PRINT)

NAME (Last, First, Middle): _____

MAIDEN NAME OR ALIAS (If Applicable): _____

DATE OF BIRTH: _____ PLACE OF BIRTH: _____

SOCIAL SECURITY NUMBER (Requested, but not required): ____-____-____

MOTHER'S MAIDEN NAME: _____

PRESENT ADDRESS

Number & Street: _____

City, State, Zip: _____

Phone #: _____

FORMER ADDRESSES: _____

SEX: _____ HEIGHT: ____ ft. ____ in. WEIGHT: _____ EYE COLOR: _____

STATE DRIVER'S LICENSE NUMBER: _____

***THE ABOVE INFORMATION WAS VERIFIED BY REVIEWING THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION: _____

REQUESTED BY: _____

(Signature of CORI Authorized Employee)

.

YouthBuild Boston is funded in part by the United States Department of Labor under Grant No. YB168850860A25. This document does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. YouthBuild Boston does not discriminate on the basis of race, color, gender, sexual orientation, religion, creed, national origin, age, veteran status, or disability unrelated to job requirements.



504 Dudley Street, Roxbury, MA 02119 • Tel: 617.445.8887 • Fax:617.427.3950 • www.youthbuildboston.org

Photo and Public Relations Release

The principal purpose for which information is gathered about participants in YouthBuild activities or recipients of service is to write news and other public information for the purposes established by YouthBuild Boston.

YouthBuild Boston may not disclose any personal information about a participant unless required by law, without the consent of the participant.

I understand that non-personal information, which I have furnished to YouthBuild Boston and my likeness may be used in news releases, published articles and other public relations materials prepared and issued by YouthBuild Boston, Inc.

Also, I hereby give permission to YouthBuild Boston, Inc. to use my photo in any YouthBuild Boston promotional materials.

Print Name

Signature

Parent/Guardian Signature (if applicant/student is under 18)

Date

.

YouthBuild Boston is funded in part by the United States Department of Labor under Grant No. YB168850860A25. This document does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. YouthBuild Boston does not discriminate on the basis of race, color, gender, sexual orientation, religion, creed, national origin, age, veteran status, or disability unrelated to job requirements.

