
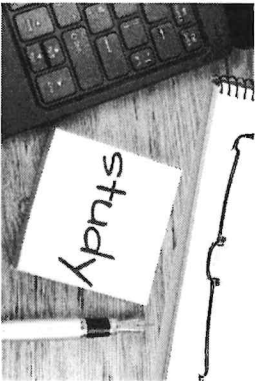




Your education is your job.

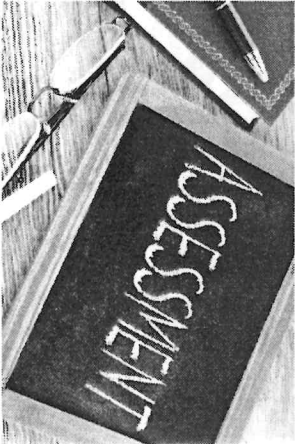
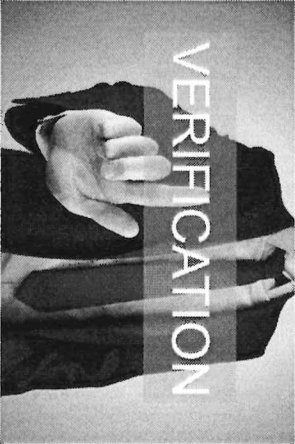

Earn up to \$1300 through WIOA Youth Incentives!

*Conduct yourself in a professional manner during class as well as WIOA activities CN2@greencountryworks.org


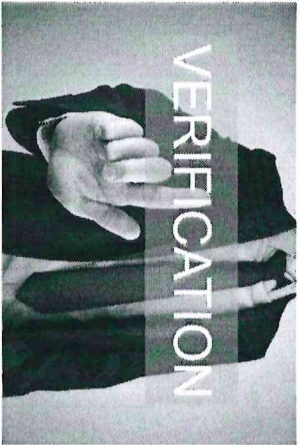

Step 1 Enrollment & Attendance	ABE/GED	WIOA	Resources
	<p>- Choose a class & complete orientation: <u>ABE/GED Available Courses</u></p>  <p>- Instructor sends weekly Attendance Report to WIOA Rep.</p> <p><i>*Estimated length of time to complete enrollment/orientation is 4 classes or 12 hours</i></p> <p><i>**Estimated length of course varies by individual</i></p> <p><i>*** contact Joni Pollin, ABE Coordinator for more information</i></p> 	 <p>Complete the <u>Self-Referral Form</u></p>  <p>(website) greencountryworks.org</p> <p>-In the "Please enter partner referral information below" (at the bottom of the self-referral form) type this exact statement: "My GED teacher referred me to Lynn Shanklin at Oklahoma Works Bartlesville for the WIOA program."</p> <p>-Register and create resume on employoklahoma.gov</p>	<p>WIOA Resources:</p> <ul style="list-style-type: none"> • Photo ID assistance • Transportation assistance • School supplies • Payment for training/certification/GED • Emergency housing/utility assistance • Disability related supportive services • Other disability related services <u>OKDRS</u> <p>ABE/GED Resources:</p> <ul style="list-style-type: none"> • Classroom supplies provided • Technology in the classroom • GED practice tests for readiness • One-on-one individualized learning plans for each student

		<p>Someone will contact you once the self-referral form is submitted.</p> <p>WIOA Contact Info (if someone does not contact you within 1 week of submitting self-referral form please use this contact information)</p> <p>Lynn Shanklin at Workforce 918-332-4806 CN2@greencountyworks.org</p> <p>Required documents:</p> <ul style="list-style-type: none"> -Social Security Card -Photo ID -logins for all accounts created -parent must accompany minors -register and create resume on employoklahoma.gov <p>*Estimated length of time to complete enrollment is 2 weeks</p>	
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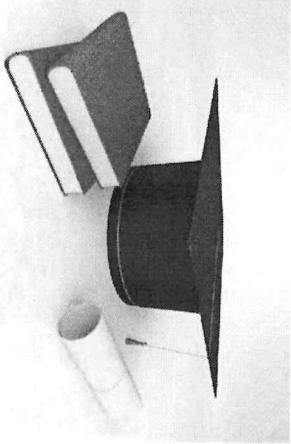
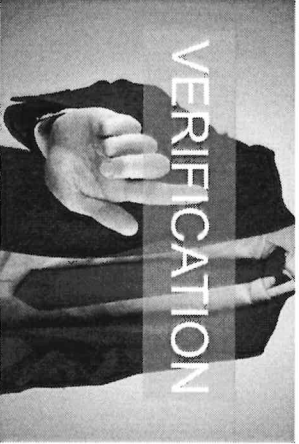

Progress

Step 2 Show Progress	ABE/GED	WIOA	Incentive
	<ul style="list-style-type: none"> - Complete TABE 13/14 Pre-assessment (first 2 days of orientation) - Complete 40 hours of instruction in lowest subject area (reading, math, or language) - Complete TABE 13/14 Post-assessment (Reading and/or math) showing an Educational Functioning Level Gain <p><i>*Instructor verified with TABE 13/14 Score Report AND Attendance Report</i></p> 	 <ul style="list-style-type: none"> - Request verification of EFL gain and hours verification from ABE/GED instructor 	<p>Completion of Educational Functioning Level (EFL) Gain</p> <p>\$200.00</p> <p><i>(one-time)</i></p> <ul style="list-style-type: none"> - TABE Post-Assessment - Appropriate number of instructional hours before post-assessment (40 hours) 

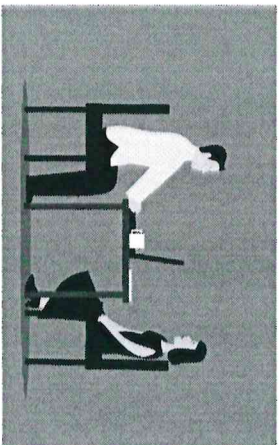
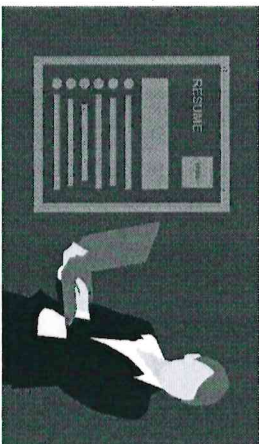
Financial Literacy

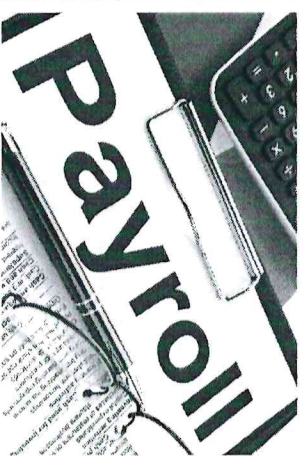
	ABE/GED	WIOA	Incentive
<p>Step 3 Financial Literacy completion</p>	<ul style="list-style-type: none"> - Approved Financial Literacy courses included with the ABE enrollment <p><i>*Instructor verified with completion certificate</i></p> 	 <ul style="list-style-type: none"> - Request verification of Financial Literacy completion from ABE - Approved Financial Literacy courses included with the WIOA enrollment 	<p>Completion of Financial Literacy</p> <p>\$100.00</p> <p><i>(one-time)</i></p> <ul style="list-style-type: none"> - Complete an approved Financial Literacy program - Provide certificate for proof of completion 

High School Equivalency Attainment Earn GED


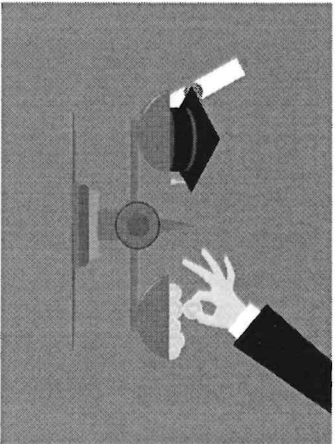
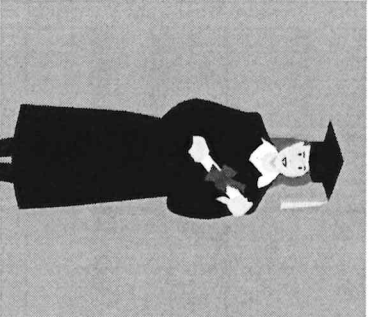
Step 3 Complete HSE/GED	ABE/GED	WIOA	Incentive
	<p> www.GED.com "My Scores" Score Report - Official GED Transcripts *request from Parchment.com </p> 	 <p>- Request verification of GED Passing/Completion Report</p>	<p> Completion of High School equivalency (GED) \$200.00 <i>(one-time)</i> </p> <p>- Pass all 4 subject areas of the GED test (Language Arts, Math, Science, and Social Studies)</p> 

Employment Goals

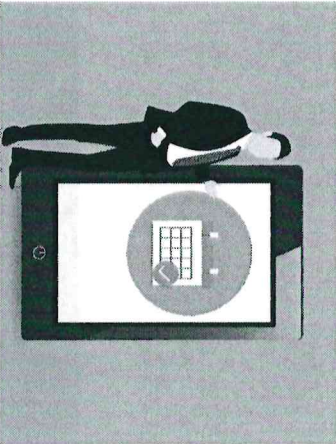

	ABE/GED	WIOA	Incentive
Step 4 Career Pathway Employment	<ul style="list-style-type: none"> - OKCareer Guide Goal Setting - Help with resume (OKJobmatch) and job searching in career pathway 		Employment in Career Pathway \$100.00 <i>(one-time)</i> <ul style="list-style-type: none"> - Verified by pay-stub or statement from employer
& Step 5 Work-based Learning	<ul style="list-style-type: none"> - Soft skills - Work Skills (ACT WorkKeys) 		Work-based Learning \$100.00 <i>(one-time)</i>
Step 6 Retain Employment		<ul style="list-style-type: none"> - Help with OKJobmatch - Work-based learning - On the job training - Work experience - Job shadowing - Internships & apprenticeships - Interview skills - Work Clothing 	Retain Employment \$200.00 <i>(one-time)</i> *employed before exit AND employed at same employer 6 months AFTER exit



Post-Secondary Goals

	ABE/GED	WIOA	Incentive
Step 7 Completion of Certification & Step 8 Completion of Associates or Bachelor's Degree	<ul style="list-style-type: none">- OKCareer Guide Goal Setting- Referrals- ACT Curriculum- Tech or College Referrals or Recommendations 	 <ul style="list-style-type: none">- Help paying for technical training- Help paying for college- Help with Transportation costs	<p>Complete Industry Recognized Credentials \$100.00-\$300.00 <i>(can earn up to 3 credential bonuses)</i></p> <ul style="list-style-type: none">- Verified by credential and transcript <hr/> <p>Completion of Associates or Bachelor's Degree \$100.00 <i>(one-time)</i></p> <ul style="list-style-type: none">- Verified by credential and transcript 

What to Expect for the Enrollment Process

	ABE/GED	WIOA	Notes
<p>Enrollment Process Expectations</p>	<ul style="list-style-type: none"> - <i>*Estimated length of time to complete orientation and enrollment is 4 classes or 12 hours</i> - <i>**Estimated length of course varies by individual</i> - <i>*** contact <u>Joni Pollin</u>, <u>ABE Coordinator</u> for more information</i> 	 <ul style="list-style-type: none"> - Day1- Orientation meeting 1 hour (Will need photo ID and social security card or birth certificate) <i>*Ages 16-17 must have parent or guardian present for enrollment meetings</i> - Will need to create an <u>employoklahoma.gov</u> and complete all demographic information 1 hour - Day 2- Individualized Service Plan 2-3 hours <i>*Ages 16-17 must have parent or guardian present for enrollment meetings</i> - ABE/GED Instructor will send TABE score reports to WIOA Rep. (day 2 ABE/GED Orientation) - <i>*All times may vary depending on individual needs</i> 	<ul style="list-style-type: none"> - ABE/GED Enrollment dates: _____ _____ _____ _____ _____ - WIOA Orientation appointment: _____ _____ _____ - WIOA ISP appointment: _____ _____ _____ 