

? Who

Who is eligible for the Youth Career Pathways (YCP) Program?

You may be eligible to participate in this program if you are:

- 16-24 years old
- Authorized to work in the United States and
- In one or more of the following situations, you:
 - Have a disability and I do not make more than \$1,000/month.
 - Are homeless.
 - Are in foster care.
 - Live in a high poverty area.
 - Have someone in your immediate family that receives SNAP benefits.
 - Receive a free/reduced price lunch at school.
 - Have someone in your family that receives TANF, SSI, or state/local cash welfare.
 - Have a hard time with reading, writing, and/or math.
 - Have trouble with reading or speaking English.
 - Have had instances/legal problems (offender).
 - Are a runaway.
 - Have aged out of foster care system.
 - Need help to enter or complete an educational program or to secure or hold employment.
- If you are a male that is 18 years or older, you will need to be registered for selective service. If you are not registered, a career planner can help you register.

? WHY

Why do you need to complete the online YCP application?

It is needed to join the Youth Career Pathways Program. By joining the program, you can:

- Get paid to learn the skills employers demand, outside the classroom.
- Explore careers in the industry.
- Earn college credit and/or credentials.

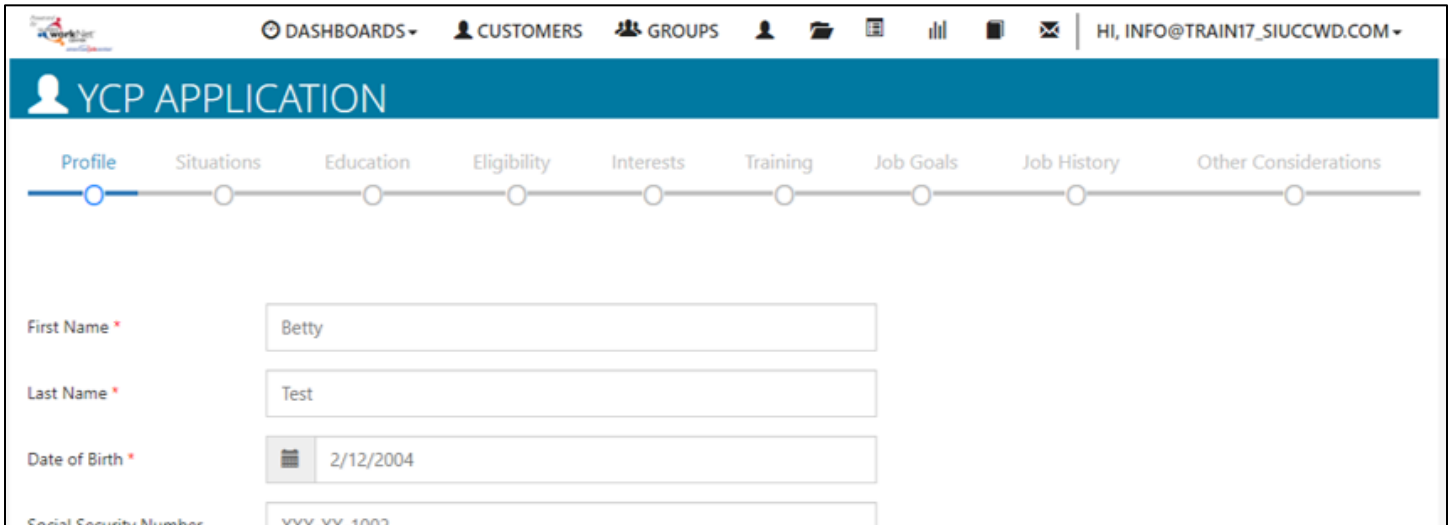
The YCP online application collects information about your situation, skills, interests, abilities, and experiences. This information is used to find a training program that is “right” for your goals and situation.

i HOW

How do you complete the online YCP application?

1. To complete the YCP application, contact a YCP provider in your area.
2. The **YCP provider will collect your name, email, birth date, social security number, and ZIP Code**. They need this information add you into the YCP the system.
 - a. If you already have an Illinois workNet account, the system will use your current account.
 - b. If you do not have an Illinois workNet account, the system will create an account for you. The provider will let you know your username and password.
3. Once your account is set up in the YCP system, the provider will either:

- a. Set up a time to complete the application with you or
- b. Send you an email with a link so that you can complete the application.
4. If you are completing the application yourself, **select the link** or copy and pasted the link from the email.
5. **Log in** with your existing Illinois workNet account username and password. If you are unsure of your login information, reach out to your YCP provider. Your YCP provider can reset your password.
6. You will be directed to the YCP application. Read the information provided and view the **Terms of Use** and **Privacy Policy** and **check the box**. Then select, **Start New Application**.
7. You will then complete each section of the YCP Application.

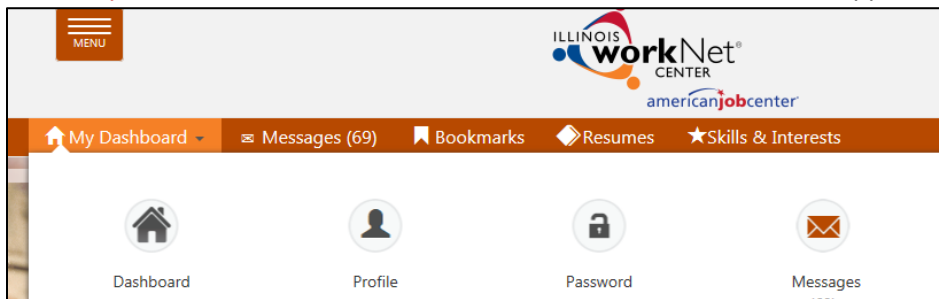


The screenshot shows the 'YCP APPLICATION' dashboard. At the top, there are navigation links for DASHBOARDS, CUSTOMERS, and GROUPS, along with a user profile icon and the email address HI, INFO@TRAIN17_SIUCCWD.COM. Below this is a blue header with 'YCP APPLICATION' and a profile icon. A progress bar follows, with steps: Profile (active), Situations, Education, Eligibility, Interests, Training, Job Goals, Job History, and Other Considerations. Below the progress bar are input fields for:

- First Name * (Betty)
- Last Name * (Test)
- Date of Birth * (2/12/2004)
- Social Security Number (partially visible as XXX-XX-1003)

- a. The first few sections (Profile, Situations, and Education) make **sure you are eligible** for the program.
 - i. If you are eligible, you will complete the rest of the application (Interest, Training, Job Goals, Job History, and Other Considerations). These sections will help your career planner learn more about your unique situation and help identify training programs & services that best align with your training and employment goals.
 - ii. If you are not eligible, you can reach out to find other training options in your area here: <https://www.illinoisworknet.com/Connect/Pages/LocationSearch.aspx>. You can also go to <http://www.illinoisworknet.com/> to explore online workforce and education tools and resources.

8. Once started, the application is available at www.illinoisworknet.com.
 - a. Select **My Dashboard** then select **Dashboard** to access the YCP Online Application.



The screenshot shows the 'ILLINOIS workNet CENTER americanjobcenter' dashboard. It features a navigation bar with 'My Dashboard', 'Messages (69)', 'Bookmarks', 'Resumes', and 'Skills & Interests'. Below the navigation bar are four main menu items: Dashboard (home icon), Profile (person icon), Password (lock icon), and Messages (envelope icon).

- b. Your intake form will be in the **Program Applications** area.



The screenshot shows a button labeled 'Program Applications' with a grid icon.

NEXT STEPS

What is going to happen next?

1. A career planner will review your information and discuss your training program options.
 - You selected the following training program: _____
 - Other Notes:

2. If you decide to participate in the program, you will work with a career planner to make sure all of the eligibility paperwork and information is available to complete the enrollment process. If an appointment is scheduled through Illinois workNet, the details will be available in your Illinois workNet account in Messages located next to My Dashboard.
 - Your appointment time:
 - Location:
 - What to take:

3. Once enrolled, a career planner will work with you to together develop a plan that will help you successfully complete the program.

The Illinois workNet Center System, an American Job Center, is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment by calling TTY (800) 526-0844 or 711.

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For more information, please refer to the footer at the bottom of any webpage at illinoisworknet.com.