

During the Application Process

When youth complete their online application they either:

1. Use their existing Illinois workNet account, or
2. Set up a new Illinois workNet account.

When they apply, they are asked a few questions to see if the applicant already has an account. If they believe they have an account, they are provided two password recovery options.

- Option 1: [Have an email sent to you with your username and a link to reset your password](#)
- Option 2: [Reset your password with your username, date of birth, and secret question](#)

Once they recover their username/password, they can complete the application.

If they are not able to recover their username/password, they can:

- Go to www.illinoisworknet.com/summer2014 and select the link for the application.
- Answer the questions to indicate that you do not have an Illinois workNet account.
- Set up a new account and complete the application.

After the Application Process

Youth will need to access their account to complete the:

- Pre-Assessment
- Skill and Interest Survey
- Employment 101 Guide
- Post-Assessment and
- Download their Certificate of Completion

You can access the information they need to recover their password.

1. Go to www.illinoisworknet.com/SYEP2014guide and sign into your SYEP Partner Tools.
2. Select the Youth tab and scroll down to find the youth in your list.
3. Select their Profile link.
4. Select the Help Youth Recover Password button and their password recovery information will display.

Youth Profile

Name: Alan T Alda
DOB: 5/15/1997
App Submitted: 5/23/2014
Pre-Assessment Taken: 20% on 6/18/2014
Post-Assessment Taken: 88% on 6/18/2014
Help Youth Recover Password

To help a youth recover their password, direct them to:

Option 1 - Recover By Email:

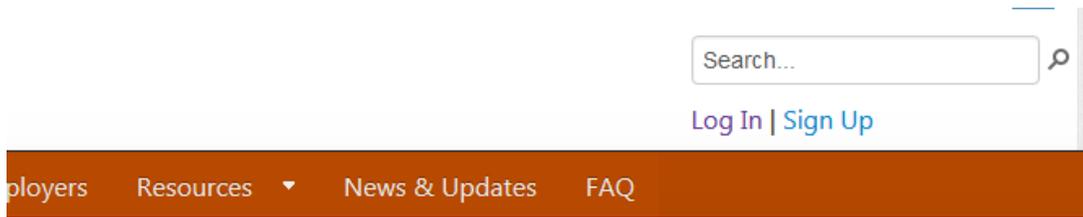
- **Email:** info@enrolleda_siuccwd.com

Option 2 - Reset Password:

- **Username:** EnrolledA
- **Email:** info@enrolleda_siuccwd.com
- **DOB:** 5/15/1997
- **Secret Answer:** Worknet

Password Recovery

Go to www.illinoisworknet.com/SYEP2014 and select the Log In in the header.



Select Forgot Password link.



Illinois workNet®

Login with your Illinois workNet account

[Don't have one?](#)

User name

Password

[Forgot Password?](#)

[Remember me?](#)

Select an option to recover your username/password. Enter the required information.

Get Password Help

You have two methods for recovering a forgotten password and/or userid. Click on one of following choices and follow the instructions:

- Option 1:** [Have an email sent to you with your username and a link to reset your password](#)
- Option 2:** [Reset your password with your username, date of birth, and secret question](#)

Once you have your account information, go to www.illinoisworknet.com/SYEP2014 and return to your account.



[Return to Your SYEP Application and Tools](#)