



WIA Youth Suitability Checklist

The following questions can allow the career advisor to adequately assess suitability by gathering critical information from the youth. The responses could assist in determining suitability for WIA services. Please write an explanation for each response if possible.

Carefully review the answers to see if the “No’s outweigh the “Yes’s” to determine suitability. Also consider the results if there are more “Yes’s” than “No’s” and a plan of action.

| Barrier Questions | Yes | No |
|--|-----|----|
| 1. Has the youth been previously registered and/or exited from a WIA youth program? | | |
| a. What was the result? | | |
| 2. Does the youth have a barrier that a job or training will not resolve? | | |
| 3. Is the youth (family) planning to move out of the area within the next six (6) months? (If yes, not suitable for program) | | |
| 4. Does the youth have a plan for reliable transportation? | | |
| 5. Has the youth taken public transportation? | | |
| 6. Does the youth have any fears of taking the bus? | | |
| 7. Does the youth have any pending legal issues? | | |
| 8. What are the pending legal issues? | | |
| 9. Does the youth have a problem with being on time for appointments? | | |
| 10. Is the youth unable to follow through with the required documentation needed for the program? | | |
| 11. Is the youth only seeking short-term self directed employment? | | |
| 12. Is the youth only seeking tuition or training reimbursement? | | |

Printed Name: _____ **SSN (last 4):** _____

Youth Signature: _____ **Date:** _____

Staff Signature: _____ **Date:** _____