



Northern Middle Tennessee Workforce Board Inc.

Effective Date: 02.21.2019
Duration: Indefinite

Selective Service Registration Requirements Policy

Purpose

This policy establishes guidelines and instructions for Selective Service registration requirements for WIOA funded programs.

Background

Section 189(h) of the Workforce Innovation and Opportunity Act (WIOA) requires individuals who or receiving any assistance or benefit under WIOA, that they not violate section 3 of the Military Selective Service Act (50 U.S.C. app. 451) by not presenting and submitting to registration as required in (686.420) and TEGL 11-11, Chg. 2.

Selective Service Registration Requirements

Men born on or after January 1, 1960 are required to register with Selective Service within 30 days of their 18th birthday (i.e. 30 days before or 30 days after their birthday.) This includes males who are:

- Citizens of the U.S.;
- Non-citizens, including illegal aliens, legal permanent residents, seasonal agricultural workers, and refugees, who take up residency in the U.S. before their 26th birthday; and/or
- Dual nationals of the U.S. and another country regardless of whether they live in the U.S.

For U.S. citizens, Selective Service registration is not required if the man falls within one of the following categories:

- Men who are serving in the military on full-time active duty;
- Men attending the service academies;
- Disabled men who are continually confined to a residence, hospital or institution; and/or
- Men who are hospitalized, institutionalized, or incarcerated are not required to register during their confinement; however, they must register with 30 days after being released if they have not yet reached their 26th birthday.

For non-U.S. citizens, Selective Service registration is not required if the man falls within one of the following categories:

- Non-U.S. male who came into this country for the first time after his 26th birthday.
Acceptable forms of supporting documentation include:
 1. Date of entry stamp in his passport;
 2. I-94 with date of entry stamp on it; or
 3. Letter from the U.S. Citizenship and Immigration Services (USCIS) indicating the date the man entered the United States presented in conjunction with documentation establishing the individual's age.
- Non-U.S. male who entered the U.S. illegally after his 26th birthday. He must provide proof that he was not living in the U.S. from age 18 through 25.
- Non-U.S. male on a valid non-immigrant visa.

This list is not intended to be exhaustive. Please visit the Selective Service website for more information about the registration requirements at www.sss.gov.

Policy & Instructions

In order to participate in a program established by or receiving assistance under Title I of WIOA, all males born on or after January 1, 1960 must present documentation showing compliance with the Selective Service registration requirement. Acceptable documentation showing compliance with the Selective Service registration status include:

- Selective Service Acknowledgement letter;
- Form DD-214 "Report of Separation";
- Screen printout of the Selective Service Verification site;
- Selective Service Registration Card;
- Selective Service Verification form (Form 3A); and/or
- Stamped Post Office Receipt of Registration.

Before being enrolled in WIOA Title I funded services, all males who are not registered with the Selective Service and have not reached their 26th birthday must register through the Selective Service website at www.sss.gov. If a male turns 18 while participating in any applicable services, registration with Selective Service must be completed no later than 30 days after he becomes 18 in order to continue to receive WIOA services. If a man under the age of 26 refuses to register with the Selective Service, WIOA Title I funded services must be suspended until he registers.

Registration Requirements for Males 26 Years or Older

Before enrolling in WIOA Title I funded services, all males, 26 years of age or older, must provide:

- 1) Documentation of compliance with the Selective Service registration requirement;
- 2) Documentation showing they were not required to register (listed below in Section IV); or
- 3) If they were required to but did not register, documentation establishing that their failure to register was not knowing and willful.

Males 26 years and over, who failed to comply with the Selective Service registration requirement must request a Status Information Letter before a determination that the failure to register was knowing and willful.

Requesting a Status Information Letter

An individual may obtain a Status Information Letter from Selective Service if he (1) believes he was not required to register; or (2) did register but cannot provide any of the documentation listed above. The Request for Status Information Letter form and instructions can be accessed at <https://www.sss.gov/verify/sil/>. The individual will need to describe, in detail, the circumstances that prevented him from registering (e.g., hospitalization, institutionalization, incarceration, and/or military service from age 18 through 25) and provide documentation of those circumstances. The documentation should be specific as to the dates of the circumstances.

If the Status Information Letter indicates that an individual was not required to register for the Selective Service, then he is eligible to enroll in services authorized or funded by WIOA Title I.

If the Status Information Letter indicates that the individual was required to and did not register, he is presumed to be disqualified from participation in WIOA Title I funded activities and services until it can be determined that his failure to register was not knowing and willful. All costs associated with grant funded services provided to non-eligible individuals may be disallowed.

Determining Knowing and Willful Failure to Register

If the individual was required but failed to register with the Selective Service as determined by the Status Information Letter or by his own acknowledgment, the individual may only receive services if he can establish by a preponderance of the evidence that the failure to register was not knowing and willful. AJC staff determining eligibility is responsible for gathering the evidence presented by the individual.

The Career Service Provider Program Manager will be responsible for determining whether the failure to register was knowing and willful.

Evidence presented may include the individual’s written explanation and supporting documentation of his circumstances at the time of the required registration and the reasons for failure to register. The individual should be encouraged to offer as much evidence and in as much detail as possible to support his case. The following are examples of documentation that may be of assistance in making a determination in these cases:

- Service in Armed Forces – Evidence that a man has served honorably in the U.S. Armed Forces such as DD Form 214 or his Honorable Discharge Certificate. Such documents are considered sufficient evidence that his failure to register was not willful or knowing.
- Third Party Affidavits – Affidavits from parents, teachers, employers, doctors, etc. concerning reasons for not registering, may also be helpful.

Things to Consider

In determining whether the failure was “knowing” the Career Service Provider Manager:

- Was the individual aware of the requirement to register?
- If the individual knew about the requirement to register, was he misinformed about the applicability of the requirement to him?
- On which date did the individual first learn that he was required to register?
- Where did the individual live when he was between the ages of 18 and 26?
- Does the status information letter indicate that Selective Service sent letters to the individual at that address and did not receive a response?

In determining whether the failure was “willful” the Career Service Provider Manager should consider:

- Was the failure to register done deliberately and intentionally?
- Did the individual have the mental capacity to choose whether or not to register and decided not to register?
- What actions, if any, did the individual take when he learned of the requirement to register?

If the Career Service Provider Manager determines it was not a knowing and willful failure and the individual is otherwise eligible, services may be provided. All supporting documentation must be placed in the participant file to support the determination.

If the Career Service Provider Manager determines that evidence shows that the individual’s failure to register was knowing and willful, WIOA services must be denied. All supporting documentation must be placed in the participant file to support the determination. Individuals denied services must be advised of available grievance procedures.

References

WIOA Section 189(h); Military Selective Service Act (50 U.S.C. App. 453), 32 CFR Part 1605; TEGL 11-11 Change 2;

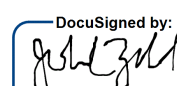
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