



Applicant	*Social Security Number (last 4 digits)
Date of Birth	Hire Date
Employer	

Job Service North Dakota Office / Address to Which You Mail This Form

**VERIFICATION OF THE DISCONNECTED YOUTH TARGET GROUP**

*- Must be Age 16 - 24 on the Hire Date -*

**Upon completion, this form containing an original signature must be mailed to Job Service North Dakota at the address noted above. A photocopy cannot be accepted.**

**INSTRUCTIONS FOR COMPLETION:**

**If applicant is under age 18:**

- This form must be completed by the applicant's parent or guardian.
- Place a check beside those statements in Sections 1 and 2 (below) that apply to the applicant.
- The parent or guardian of the applicant must sign and date this form.

**If applicant is age 18 - 24:**

- Place a check beside those statements in Sections 1 and 2 (below) that apply to you.
- Applicant must sign and date this form.

If an "x" is indicated to the left, please submit a copy of the applicant's driver's license for proof of age. If the applicant does not have a driver's license, the following documents can be used as long as the age (or date of birth) is listed on the document (you may provide a copy rather than the original): birth certificate, work permit, hospital record of birth, school I.D. card or school records, or federal/state/local government I.D.

**SECTION 1: NOT REGULARLY ATTENDING SCHOOL**

- \_\_\_\_ 1. I **did not attend** any high school, technical school, or post-secondary school for more than 10 hours per week during the 6 months before my hire date **OR** on my hiring date. **NOTE: The hire date is listed at the top of this form. Please use that date as a reference when answering this question.**
- \_\_\_\_ 2. The above statement does not apply to me.

**SECTION 2: NOT READILY EMPLOYABLE**

- \_\_\_\_ 1. I **do not have** a high school diploma or GED.
- \_\_\_\_ 2. I **do have** a high school diploma or GED which I received 6 months or longer before my hire date – **AND** – I have not held a job (other than occasionally) **OR** been admitted to a technical school or post-secondary school since receiving my high school diploma or GED.
- \_\_\_\_ 3. The above statements do not apply to me.

Due to the inability to provide documentation regarding the above criteria in Sections 1 and 2, I, as the applicant or parent or guardian for the applicant, am providing the information and details as a self-attestation. Self attestation means that my statement is self-certifying and is to be used as an alternative form of documentation when no other documentation can be provided. **By signing this document below, I certify that this information is true and accurate. AS THE APPLICANT:** I acknowledge that falsification of this information may result in action towards me by my employer and that my employer will lose the tax credit for hiring me. I also understand I will be subject to other penalties under the law.

Signature of Applicant ( <i>only signature required if applicant is age 18 or older</i> )	Date
Signature of Parent or Guardian ( <i>only signature required if applicant is under age 18</i> )	Relationship
	Date

\*In compliance with the Privacy Act of 1974, a Social Security Number is mandatory on this form pursuant to 20 CFR 666.150 and/or North Dakota Century Code 52-02-02. This number is used by Job Service North Dakota for identification, federal and state tax program eligibility purposes, and program performance accountability.