

**Phone:** _____

Applicant ONLY	For ALL Household Members
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	A copy of this checklist	X	
	Date of Birth: (one from list) ○ Birth Certificate ○ Driver's License ○ Passport	X	
	Social Security Number: (one from list) ○ Social Security Card ○ School Records ○ Pay Check Stubs ○ W-2 Form ○ IRS Form Letter 1722 ○ Tax Returns		X
	Authorization to Work in US (Citizenship Verification): (one from list) ○ U.S. Birth Certificate ○ Foreign Passport Stamped Eligible to ○ Permanent Resident Card Work ○ Deferred Action for Childhood ○ Naturalization Certificate Arrivals (DACA) Letter I-797 ○ U.S. Passport	X	
	Selective Service Verification (ONLY Males born after January 1, 1960) ○ Screen Shot from www.sss.gov ○ Selective Service Registration Card ○ Selective Service Status Information Letter	X	
	Public Assistance: (TANF, SNAP [food stamps], SSI, Refugee Cash Assistance) ○ Letter from disbursing agency ○ Public assistance records/printout ○ Postmarked mailer with applicable name and address		X
	Highest Educational Level Completed (one from list) ○ Copy of Diploma or GED ○ School Record	X	
	Family Income (Any combination of the following) ○ Check Stubs ○ Tax Returns ○ Employer Verification Letter ○ Suntax Printouts (Staff can look up income for work done in FL under a SSN)		X
	Income for Past 6 Months (Any combination of the following) ○ Check Stubs ○ Employer Verification Letter ○ Suntax Printouts (Staff can look up income for work done in FL under a SSN)	X	
	Household Family Size (Any Combination of the following) ○ Tax Documents ○ Birth Certificates ○ Marriage Certificates		X

	TABE/PERT Exam (Reading, Math, Language) ○ Results from Testing Center
	Employ Florida Registration www.employflorida.com (Register as an “individual”) <div style="margin-left: 40px;"> ○ Printout of Confirmation Page Password: _____ Username: _____ State ID: _____ </div>
	Career Assessment www.onetonline.org ○ Printout of Results: Interests Profiler, or share with case manager
	Initial Assessment ○ Return Completed Packet
	FAFSA (PELL) ○ Confirmation Page Printout