

Application Process for OIC's Vocational Training Programs

- Thoroughly complete the documents in this packet and collect the **ADDITIONAL DOCUMENTS REQUIRED** (listed below) to submit with your application packet.
- Then **CALL 937-244-2849** to schedule an intake appointment to return your packet and documents. Training details will be covered at this time
- Once your **eligibility*** is determined, you will be notified of your scheduled start date for training.

* *Eligibility is based on household income and family composition and will be determined after the attached forms are all thoroughly completed, submitted along with all supporting documentation, and verified according to the funding source.*

You must be determined eligible to receive vocational training at no-cost and to be eligible to earn attendance (gas card) and achievement (financial) compensation throughout participation.

ADDITIONAL DOCUMENTS REQUIRED

- ☐ Copy of ID or Driver's License
- ☐ Copy of Social Security Card or Birth Certificate for all household members
- ☐ Copy of Legal Immigrant Status Documentation (if applicable)
- ☐ Paystubs for 30 days or most recent income (if applicable)
- ☐ Documentation of monthly Food Stamps, TANF, Social Security, or Child Support (if applicable)

*****Income Documentation is required for all household members 18 years or older*****