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**INSTRUCTIONS FOR ADMISSIONS APPLICATION**

*Please Read Carefully*

Admission Philosophy: The River City YouthBuild/AmeriCorps program is interested only in students who are series about achieving their future goals.

***Please Check ONE of the following:***

Career Training Interests: Pre-Apprenticeship Certificate Training (PACT) Construction \_\_\_\_

 Pre-Certified Nursing Assistant (CNA) \_\_\_\_

Step #1: Return a completed application for Admission with a copy of your **State issued pictured Identification Card.**

Step #2: Your initial interview will be scheduled by mail/phone indicating the time, date and location. At the interview, you will present a copy of your **social security card.**

Step #3: Second Interview:

1. If you are **NOT** selected for a second interview, you will be notified by mail/phone.
2. If you **ARE** selected for a second interview, you will be notified by mail/phone about the time, date, and location to take the **TESTS FOR ADULT BASIC EDUCATION (TABE)**. The TABE is not a pass/fail test, but it provides YouthBuild with the information about your basic skill level in Reading and Math. If you are a minor (age 16 or 17), you must have your parent’s permission in order to take the TABE test. A form will be provided to you for your parents’ authorization.
3. Once the results of your TABE tests have been recorded, you will be notified by mail/phone concerning the time, date and location of the second interview. At that time, you will bring with you a copy of your **birth certificate**.

Step #4: Decision after Second Interview:

1. If you are **NOT** selected after the second interview to attend Mental Toughness Training, you will be notified by mail/phone.
2. If you **ARE** selected to participate in the River City YouthBuild’s Mental Toughness training, which requires 12 hours each week for two weeks, you will be notified by mail/phone of the time, date, location, and other requirements, including a signed **Drug Testing Consent Form**.
3. Before the completion of Metal Toughness Training, you must submit:
	1. A copy of your school academic records
	2. Evidence of total household income (all persons listed by you), and,
	3. Support services documentation (food stamps, social services, day care, vocational support, and any other support services).

Step #5: Beyond Mental Toughness Training:

1. If you are **NOT** selected to continue beyond Mental Toughness Training, you will be notified by mail/phone.
2. If you **ARE** selected to continue beyond Mental Toughness Training to become a member of River City YouthBuild/AmeriCorps, you will be notified by mail/phone of the time, date and location of the beginning date for your group.

**APPLICATION FOR ADMISSION**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you learn about River City YouthBuild? (Check One)

**** Friends **** Local Newspaper **** Prior YouthBuild Student **** Parole Officer **** Flyer **** Radio

**** Building Sign **** COA **** Public Schools ****Social Services **** Other (Explain): \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ABOUT YOU**

Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle Initial: \_\_\_\_

Physical Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facebook URL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: **** Male **** Female Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

City & State of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security #: \_\_\_\_\_\_-\_\_\_\_\_\_-\_\_\_\_\_\_ Marital Status: **** Single **** Married **** Divorced **** Widow(er) **** Other

Are you a US Citizen: **** Yes **** No

Are you eligible to work in the United States: **** Yes **** No

Ethnicity: **** African American **** Caucasian **** Asian **** Hispanic **** Native American **** Other: \_\_\_

If you are a male 18 years of age or older, have you registered with the U.S. Selective Service System ****Yes **** No (If No, you can register at [www.sss.gov](http://www.sss.gov), or we can help assist you at YouthBuild)

**EDUCATION**

Do you have a High School Diploma? **** Yes **** No

(If yes, please give the name of the school from which you graduated)

School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have a GED? **** Yes **** No

(If yes, please give the name of the school from which you received your G.E.D)

School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Highest grade completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is the last academic year in which you attended school? \_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you did not complete high school or receive a GED, please explain below:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever attended an alternative school? **** Yes **** No

If yes, please provide the name of the school, city, and state as well as the date(s) attended

School Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates Attended: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CHILDREN INFORMATION, (IF APPLICABLE)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Child’s Name (Last, First) | Male or Female | Date of Birth (MM/DD/YYYY) | Does your child/children live with you | Are they your dependent |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

If female, are you currently pregnant? **** Yes **** No If yes, when is your due date? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you need assistance in finding daycare in order to participate in the River City YouthBuild? **** Yes **** No

**EMERGENCY CONTACTS**

In the event of an emergency, who would you like for us to contact? (This may or may not be a family member):

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Relationship | Daytime Phone# | Evening Phone# |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**LIVING ARRANGEMENT & HOUSEHOLD INCOME**

*Please read and respond to the next set of questions. Your response will be used to determine your income qualifications for the River City YouthBuild Program. You will be required to provide the necessary documentation to support your household income.*

In my household, I am (check all that apply): **** Parent in 1 parent family **** Parent in 2 parent family

**** Child in 1 parent family **** Child in 2 parent family **** Other family member **** Not a family member

I live with: **** Family **** Alone **** Friends **** Homeless **** Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I live in a: **** Group Home **** Halfway House **** House **** Section 8 public housing **** Shelter **** Apartment **** Correctional Facility

Please list all persons in your household:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Gender | Age | Relationship to you | Annual Income |
|  | **** Male **** Female |  |  |  |
|  | **** Male **** Female  |  |  |  |
|  | **** Male **** Female  |  |  |  |
|  | **** Male **** Female |  |  |  |
|  | **** Male **** Female  |  |  |  |
|  | **** Male **** Female  |  |  |  |
|  | **** Male **** Female  |  |  |  |

Total annual household income, including yourself, for people living in your household: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you or anyone in your household currently receive food stamps? **** Yes **** No

Do you or anyone in your household receive social security? **** Yes **** No

SSI Category: **** Disabled **** Aged **** Blind **** Other

**SOCIAL AND MEDICAL HEALTH**

Are you a **** Foster Child **** Runaway **** Does not apply to me

If you are part of the Social Services Systems, do we have permission to contact your social worker(s): **** Yes **** No

If yes, please list the contact information of your social worker(s):

|  |  |  |
| --- | --- | --- |
| Name | Agency | Telephone Number |
|  |  |  |
|  |  |  |
|  |  |  |

Do you have health insurance? **** Yes **** No

Are you covered by Medicaid?**** Yes **** No

Please list the name of your primary care physician:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name Agency Telephone Number

Have you ever had a health examination? **** Yes **** No

If yes, when was the date of your last Examination: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have any physical problems that may interfere with you being able to lift (50lbs. or less), bend, run, and stand or squat? **** Yes **** No

Have you ever been referred to mental health: **** Yes **** No If yes, When? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever taken medication for your condition: **** Yes **** No If yes, list medication(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please Note: You will need a physician’s letter to excuse you from any activity at River City YouthBuild due to health circumstances, including pregnancy.*

Do you have any of the following? **** Asthma **** Diabetes **** High Blood Pressure

 **** Any Disability (list type): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**** Other Conditions (list all): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you use any of the following?

**** Glasses/Contact Lenses **** Alcohol **** Tobacco/Tobacco Products **** Marijuana **** Illegal Drugs

Please list any and all prescription drugs you currently use:

(\*\*Please note, this will be verified by ID and Prescription Bottle)

|  |  |  |
| --- | --- | --- |
| Type of Rx Drug | Why | How do you take it |
|  |  |  |
|  |  |  |
|  |  |  |

**LEGAL ISSUES**

Have you ever been mandated by a court of law to attend counseling for any reason? **** Yes **** No

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Misdemeanor of Felony | Arrest Date | Nature of Crime | Court Date | Were you convicted of the crime (Yes or No) |
|  |  |  |  | **** Yes **** No |
|  |  |  |  | **** Yes **** No |
|  |  |  |  | **** Yes **** No |
|  |  |  |  | **** Yes **** No |

Have you ever been arrested? **** Yes **** No If yes, please list type(s) of arrest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been in a juvenile detention facility? **** Yes **** No If yes, which one: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been in an adult correctional facility **** Yes **** No If yes, which one? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are or have been in Probation or Parole, list your current and former Probation or Parole Officer and Office Location:

Probation/Parole Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ext. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Probation/Parole Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ext. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Probation/Parole Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ext. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EMPLOYMENT HISTORY**

Are you currently employed? **** Yes **** No If unemployed, last month, day & year worked: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you receiving unemployment benefits: **** Yes **** No **** Does not apply to me

Please list your employment history starting with your most recent first:

Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently still employed here? **** Yes **** No

Your Duties: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wages (per hour): $ \_\_\_\_\_\_\_\_\_\_\_ Average hours worked per week \_\_\_\_\_\_\_ Eligible for rehire: **** Yes **** No

Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently still employed here? **** Yes **** No

Your Duties: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wages (per hour): $ \_\_\_\_\_\_\_\_\_\_\_ Average hours worked per week \_\_\_\_\_\_\_ Eligible for rehire: **** Yes **** No

**LICENSE AND PRIVILAGES**

I currently have: **** Active YMCA Card **** Active Library Card **** Voter’s Registration Card

**** A Learner’s Permit to drive **** Driver’s License **** CDL/Chauffeur’s License **** State Issued Picture ID

If you do not have a driver’s license or are unable to obtain a learners permit to drive, please explain the reason below: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**REFERENCES**

|  |
| --- |
| Name:  |
| Address: |
| City, State, Zip: |
| Home Phone Number: |
| Cell Phone Number: |
| Email Address:  |

|  |
| --- |
| Name:  |
| Address: |
| City, State, Zip: |
| Home Phone Number: |
| Cell Phone Number: |
| Email Address:  |

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**RIVERCITY COMMUNITY DEVELOPMENT CORPORATION YOUTHBUILD**

**Photo Release Consent**

 **I**, hereby consent to the taking of photographs or filming by **River City Community Development Corp/YouthBuild or its designated representatives**. I also grant the right to edit, use and re-use said products for all educational, public service, marketing or not-for-profit purpose selected by **River City Development Community Corp/YouthBuild** and release all rights, titles, tapes, and finished pictures, reproductive, copies or negatives of the same in connection with such ease.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Student’s Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian or Adult Participant’s Signature Date

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A DEPARTMENT OF LABOR PROGRAM

**GENERAL CONSENT TO OBTAIN INFORMATION**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am an applicant/participant in the River City YouthBuild Program. I hereby authorize River City YouthBuild Staff to obtain and release information to assist in my success in the education, training, placement and follow-up portions of the program. Information may be obtained from and released to the resources including but not limited to those listed below:

* Parents, Grandparents, Guardians
* Schools, Training, Volunteer and Vocational Programs
* Social Service Organizations, Public Health, Physicians, Counselors, Mental Health Programs
* Employers
* Financial Institutions
* Law Enforcement Agencies

I hereby grant permission for information to be released to River City YouthBuild Staff and acknowledge that this release is truly voluntary.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Student’s (Name) Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Parent’s Signature (If student is under 18)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Witness

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**Employee and Program Participant Acknowledgment Form**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have received a copy of the River City YouthBuild Drug-Free Workplace Policy Statement.

I have read and understand that the River City YouthBuild program provides a drug-free workplace. As a condition of employment or program participation, I will abide by the Drug-Free Workplace Policy Statement. Further, I will immediately, or within five (5) days, notify my supervisor or other responsible official of the River City YouthBuild if I am convicted of the drug statute violation occurring within the workplace. I also agree to random drug testing at the discretion of the River City YouthBuild staff.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Parent’s Signature (If under 18) Date

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**Cell Phone Policy**

Cell Phones are not allowed in the classroom (9:00 am to 4:00 pm except breaks and lunch). They must be turned off and stored in a designated place. Failure to comply with this directive will result in the offending student being clocked out for the remainder of the day. Repeated and/or deliberate violation of this directive may result in suspension for one (1) or more days at the discretion of YouthBuild staff.

**Backpack Policy**

Backpacks are subject to search on demand by any staff member or teacher. Failure to submit to search of backpacks on demand may result in suspension for one (1) or more week at the discretion of YouthBuild staff.

**Weapons Policy**

Weapons are NEVER allowed on any property that is used by YouthBuild. Position of a weapon (gun, knife, etc.) on any YouthBuild property or at any YouthBuild activity or event may result in suspension (2-4) weeks or more at the discretion of YouthBuild staff. Outside officials will also be contacted related to possession of weapons.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

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 Parent’s Signature (If under 18) Date

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 Staff Signature

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**CERTIFICATION**

I give River City permission to verify all information that I have provided. I agree that my information can be shared with the YouthBuild USA and the funders of this program. I also give River City YouthBuild permission to use photographs, records, and/or videotapes, when necessary, to identify my attendance and activities while engaged with River City YouthBuild.

My signature below certified that I have answered all questions and statements honestly in this application. In addition, I do understand that I did not answer the questions and statements honestly, that I will forfeit, now and forever, my opportunity in the River City YouthBuild.

**RACE, COLOR, SEX, NATIONAL ORIGIN**

Executive order 11246 as Amended prohibits Job discrimination based on Race, Color, Religion, Sex and National Origin, and requires affirmation action to ensure equality of all opportunity in all aspects of employment.

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 Student’s Name (Signature) Date

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 Parent’s Signature Date

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**River City YouthBuild**

***SAFTEY POLICY***

Every member should understand the importance of safety in the workplace, River City YouthBuild emphasizes “safety first” and expects all members to take steps to promote safety in the workplace. As in any community, YouthBuild members are expected to observe and follow the Code of Conduct and rules of the community in order to maintain an orderly and safe environment.

In Construction:

* No cut out shoes should be worn in shop or job sites
* Safety boots and safety eyewear must be worn at all times when on a job site
* When someone is using a power tool, do not distract them
* Never throw tools or other objects
* Only one person at a time in the safety zone of a power tool
* Use power tools only after instructions are understood
* Only instructors can authorize the use of power tools
* Never force a cutting edge towards any part of your or anyone’s body
* Never force any part of your body towards a cutting edge
* Before using a power, check it for “Out-Off-Clear Set”
* When finished with a power tool, make sure it is off
* Unplug power tools when unattached
* Carry cutting tools with the sharp edges down
* Use tools only for their designed purpose
* Always wear filter masks, hard hats, and additional protective gear when safety conditions require them
* Report defective tools to the instructor immediately
* Be safety conscious, learn to identify safety hazards
* Remove and all debris to prevent accidents
* When learning new procedures, remember the safety rules
* Remember, Safety First

*I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (print name), understand all the rules stated above and will follow them to the best of my ability.*

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*Student’s Signature Date*

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*Parent’s Signature (If under 18) Date*