

ATTACHMENT A

ELIGIBILITY REQUIREMENTS CHECKLIST

Required Eligibility Verifications for Each Apprentice

- Verification of DC residency via one of the following documents (all documents must include the exact name and address of an individual as reflected on their apprenticeship agreement)
 - Most recent copy of individual's W-2 form dated within a year of apprenticeship registration.
 - Mailed correspondence from a Federal or District Government Agency dated within a year of apprenticeship registration.
 - Unexpired state ID, Driver's License, or Learner's Permit
 - 2021 Income Tax Form 1040 (must be signed and notarized)
- Verification of age via one of the following documents (documents verifying age must show date of birth)
 - Birth Certificate
 - Unexpired US Passport
 - Permanent Resident Card
 - Unexpired state ID, Driver's License, or Learner's Permit
- Verification of Social Security Number via one of the following documents (documents must list individual's exact name as reflected on apprenticeship agreement and full social security number):
 - Social Security Card (with signature on the front)
 - Letter from the Social Security Administration
 - Most recent copy of individual's W-2 form dated within a year of apprenticeship registration.
- Verification of Permission to Work
 - Unexpired Photo ID with social security card or birth certificate.
 - Unexpired US Passport, Permanent Resident Card, INS Form-766, Foreign Passport with I-551 stamp, or INS Form I-94