1. Are you fluent in spoken and written English?  
   Yes ☐  No ☐

2. Are you over the age of 18?  
   Yes ☐  No ☐

3. Are you a resident of Allegheny County?  
   Yes ☐  No ☐

4. Do you have a high school diploma or GED?  
   Yes ☐  No ☐

5. Do you have basic computer skills (able to attend a video meeting on Zoom, open a word document, type, save and email the document)  
   Yes ☐  No ☐

6. Income eligibility is under 200% FPL for a household and must be determined before admission. Are you willing to provide your income information?  
   Yes ☐  No ☐

7. Do you want more education/training to find employment?  
   Yes ☐  No ☐

8. Would you participate in a Career Preparation and Training program to help you gain employment?  
   Yes ☐  No ☐

   a. Phase I: the 36-hour Career Preparation class (6 weeks, 6 hours/week, Tuesdays, and Thursdays, 9:00am-12:00pm)  
      Yes ☐  No ☐

   b. Phase II: the Career Training program identified during your Career Preparation class  
      (Please see training program descriptions)  
      Yes ☐  No ☐

9. Select the following training programs you would like to learn more about:

<table>
<thead>
<tr>
<th>On Campus, Face-to-Face Training</th>
<th>Off campus, Virtual Training</th>
<th>Hybrid Training (combination of on campus and online) Apprenticeships</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Certified Nursing Assistant</td>
<td>☐ Health Information Technology</td>
<td>☐ Industrial Manufacturing Technician</td>
</tr>
<tr>
<td>☐ CompTIA A+ Certification</td>
<td>☐ Microsoft Office Certification</td>
<td>☐ Mechatronics</td>
</tr>
</tbody>
</table>

10. What supports would you need to accomplish this goal?  
    • Technology:  
      Do you have a reliable internet connection?  
      Yes ☐  No ☐
      Do you have a computer?  
      Yes ☐  No ☐
      Is it a Chromebook?  
      Yes ☐  No ☐
Community Training & Development
Career Preparation & Training Program
Screening and Referral Form

- **Transportation:**
  Do you have the transportation needed to attend classes on campus? Yes ☐  No ☐

- **Childcare (If you have children):**
  Do you have childcare during class time and a few hours outside of class time to allow you to complete assignments? Yes ☐  No ☐
  Do you have multiple childcare supports in case you need a back-up? Yes ☐  No ☐

A student enrolled in the program understands the goal is training towards employment. Completing Phase I – Career Preparation is the first step towards that goal which establishes eligibility for the student to access and complete one of the identified training programs/apprenticeships in Phase II, resulting in certification in a designated area to gain employment in their field or related field.

I understand that I am required to meet via Zoom with a representative from CCAC to discuss my eligibility, interest in the Career Preparation and Training Program, complete an application, and financial documents must be received by CCAC before I can begin Phase I – Career Preparation.

Your signature below indicates that you have read and understand the above information and agree to the terms.

Student Signature: ___________________________________________ Date: __________________

**STUDENT INFORMATION (Please Print)**

First Name: ___________________________________________

Last Name: ___________________________________________

Phone: ___________________________________________

Email: ___________________________________________

**REFERRAL SOURCE (Please Print)**

Name of Agency: ___________________________________________

Agency Contact Name: ___________________________________________

Agency Contact Title: ___________________________________________

Phone: ___________________________________________

Email: ___________________________________________

Upon completion, please email the complete document to:

CCAC Representative Name/Title: Angela Angiolieri / Program Coordinator and Instructor

Email: aangiolieri@ccac.edu

Update 7.1.21