

**Q. Can a youth who is under the age of 18 be enrolled in training funded by WorkINdiana?**

A. Yes. The WorkINdiana program can be an effective tool to help 16 and 17 year olds begin to prepare for a career pathway. Often these students have not completed high school and also need to work on earning their HSE. WorkINdiana provides an opportunity for them to begin occupational training while preparing for the HSE test. Since some training programs and occupational licenses have age restrictions, assessment and career counseling should be provided to youth under 18 to make sure they select a training program that is allowable and appropriate for their age. WorkOne staff should also provide information about which local businesses are willing to hire workers under 18 in the student's chosen career and any requirements or restrictions that apply. More information about age restrictions can be found in the WorkINdiana Learning Outcomes at <https://secure.in.gov/dwd/files/WorkINdianaLearningOutcomes.pdf>. Since youth under the age of 18 are often subject to Child Labor Laws, information available from the Indiana Department of Labor's Bureau of Child



Labor should also be consulted when helping youth under 18 to develop a training and employment plan. More information about Indiana's Child Labor Laws can be found at <http://www.in.gov/dol/childlabor.htm>.

**Q . How can youth under the age of 18 who attend WorkINdiana training become better prepared to compete for available jobs?**

A . Earning a WorkINdiana certification can certainly add value to their resume, but the lack of experience in the workplace often makes it hard for youth under 18 years old to compete for a job in their chosen career pathway. The WIOA Youth Program can provide work based learning opportunities for eligible youth to help them gain hands on experience. Through the use of paid or unpaid internships and work experience opportunities with local businesses, youth can gain

marketable skills that will help make them more qualified for available positions. These opportunities also allow youth to get a foot in the door with a local employer. Youth who maintain good attendance and punctuality and perform well during the work experience assignment are often hired by the host employer.

**Q . What if an individual is eligible for WorkINdiana training but does not have sufficient funds to pay for child care, transportation or required classroom tools and supplies? Is assistance available to help with these costs?**

A . WorkINdiana funds can be used to pay for these types of supportive service costs that are directly related to a student's attendance at a training program. Each region may have different rules and procedures that must be followed to access this assistance. Students who need help with these expenses should speak to their WorkOne Career Counselor to see if they qualify for supportive service assistance.

