

**Fresno Regional Workforce Development Board
Young Adult /Parent Contract**

Young Adult Services is designed to guide young adults, ages 14-24, along the pathway to education, training, personal development and ultimately, a rewarding career. Since we have limited resources to serve all of the applicants that request our services, it is critical that all applicants who receive services agree to follow all program rules and guidelines (participants that do not will be removed from the program). **Note: This is a standard agreement for all individuals that request staff assisted services from the Workforce Connection Young Adult Services program.**

As a participant in the Workforce Innovation and Opportunity Act (WIOA) Workforce Connection Young Adult Services program, I affirm and agree with the following:

1. I understand that the program focuses on providing young adults with the tools to help them reach achievable academic and career goals, including occupational learning opportunities.
2. I understand and agree with the objective of the program in achieving one of the following goals (In-school youth 14-21 and Out of School Youth 16-18):
 - Increase basic skills deficiency by at least 2 grade levels, and/or
 - Have basic skills level at 10th grade by completion of the program.
3. I understand that job readiness and career exploration services will be provided once academic goals have been met or significant progress in academics is shown.
4. I understand I must maintain consistent contact with my Academic & Career Advisor (ACA) or assigned staff at all times while going through the Young Adult Services. If I am unable to contact staff directly, I can leave a message either by e-mail or voice mail. I am required to return phone calls and/or email messages promptly (within 24 business hours).
5. I understand that should any of my contact information (telephone, email, address) change while in the program I am required to inform my ACA of the change and I will provide them with the correct/updated information.
6. I understand that work experience is not guaranteed and only after academic improvement is shown will I be considered for a work experience opportunity (In-school youth 14-21 and Out of School Youth 16-18).
7. I understand that program activities may take place during after school hours and on weekends, and I am required to attend these activities.
8. I will complete all activities outlined in my Individual Employment/Service Strategy Plan.
9. I will attend tutorials/workshops as scheduled.
10. If attending school, I will provide my ACA with grade checks as requested.
11. If attending school, I will maintain acceptable attendance at school.
12. I will adhere to all program conduct policies during my participation.

