

WIOA Young Adult Program

Chapter 03: Selective Service Registration

Summary

This policy ensures that males 18 through 26 years of age who participate in WIOA funded programs are registered with the Military Selective Service System (MSSS) in accordance with WIOA Section 189(h) and Training and Employment Guidance Letter (TEGL) 11-11, Change 2, dated May 16, 2012.

Relevant Laws, Rules, or Policies

[Workforce Innovation and Opportunity Act \(Public Law 113-128\)](#)

[WIOA Final Rule \(Dated 08-19-2016\)](#)

[WIOA Final Rule: Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions \(Dated 08-19-2016\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 11-11, Change 2 \(Dated 5-16-12\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 23-14 \(Dated 3-26-15\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 19-14 \(Dated 2-19-15\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 08-15 \(Dated 11-17-15\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 21-16 \(Dated 3-2-17\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 14-18 \(Dated 3-25-19\)](#)

[U.S. Dept. of Labor Training and Employment Notice No. 22-19 \(Dated 4-3-20\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 21-16, Change 1 \(Dated 7-30-21\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 10-16, Change 3 \(Dated 6-11-24\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 07-18, Change 1 \(Dated 7-10-25\)](#)

[U.S. Dept. of Labor Training and Employment Guidance Letter No. 23-19, Change 3 \(Dated 12-1-25\)](#)

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Policy

WIOA section 189 (h) provides that each WIOA enrolled male participant must comply with Section (3) of the Military Selective Service Act (MSSA). MSSA requires male United States citizens, and other male persons residing in this country, who are between the ages of 18 and 26 years of age, to register with the Selective Service. Men born on or after January 1, 1960, and who have attained their 18th birthday, are required to register with the Selective Service within 30 days of their 18th birthday. His failure to register does not relieve him of the duty to register. The [Selective Service website](#) illustrates those individuals who are required to register.

Per [TEGL 11-11, Change 2](#), before being enrolled in WIOA funded services, all males at least 18 years old (except those explicitly excluded in accordance with MSSA) who are not registered with Selective Service and have not reached their 26th birthday must register via the Selective Service website. If a male turns 18 while participating in WIOA-funded services, registration must be completed within 30 days after the 18th birthday in order to continue to receive WIOA services. If the participant under 26 years of age refuses to register and is not explicitly excluded, WIOA funded services must be suspended until he registers.

Workforce Development Areas (WDAs) and WIOA service providers are required to establish procedures that provide for otherwise eligible male WIOA participants to document they are not in violation of Section 3 (a) of the MSSA. The application includes a place allowing an individual to indicate whether he is required to register and whether in fact he has. By signing the form, the participant is certifying the information on the application is correct.

WDAs are to establish local policies ensuring MSSA registration is completed for these participants. Examples of local procedures may include:

- Youth counselors or case managers sending birthday cards to male participants at their 18th birthdays, reminding them to register and offering assistance if needed;
- WDA staff periodically verifying (e.g. every 3 -6 months) Selective Service registration for male participants who recently reached 18 years of age;
- Incorporating Selective Service registration as a follow-up activity for male participants who will be reaching their 18th birthday during or within six months of the follow-up period.

Workforce One may assist local staff in identifying youth for whom Selective Service registration applies.

All male youth participants, age 18 and older, must have documentation of Selective Service registration in the eligibility file. Per [TEGL 11-11, Change 2](#), acceptable documentation includes:

- Selective Service Acknowledgement Letter;
- Form DD-214 "Report of Separation";
- Screen Printout of the [Selective Service Verification](#) site. For males who have already registered, this website can be used to confirm their Selective Service number as well as the

- date of registration, by entering a last name, social security number, and date of birth;
- Selective Service Registration Card;
 - Selective Service Verification Form (Form 3A); and/or
 - Stamped Post Office Receipt of Registration;

Note that Selective Service registration cannot be self-certified. One of the documentation methods above must be used.

Online registration may be completed early for males who are at least 17 years and 3 months old. The information submitted will be held on file and processed automatically when the individuals are within 30 days of their 18th birthdays, at which time a confirmation will be mailed to the affected individuals.

Selective Service registration is not a condition/requirement of participation in state funded programs. WDAs may co-enroll male participants age 18-24 in both state and federal funded employment and training programs **only** if they are registered under MSSA. WDAs have the obligation to inform unregistered state funded male participants age 18-24 of the ramifications of being unregistered such as the inability to participate in federal student loan programs such as Pell Grants.

Selective Service registration only applies to individuals born as males. Persons born as males, but who later identify themselves as something other than male are still legally required to register for Selective Service. A person born as a female should not register for Selective Service. Additional information can be found at the [Selective Service website](#).

Related Links

[Selective Service Website](#)