Ocean County One-Stop Career Center A proud partner of the American Job Center network

Application Documentation Requirements

Eligibility Requirements	List of Acceptable Documentation
IDENTITY/AGE AND CITIZENSHIP/ALIEN STATUS (1or more documents required)	 Birth certificate * Please provide any Legal Document(s) to support name change if different than Birth Certificate. Valid U.S. passport Naturalization Certificate Permanent Resident Card Alien Registration card
RESIDENTIAL ADDRESS (1 or more documents required. MUST show APPLICANT'S name and address)	 Driver's License with current address NJ State photo ID with current address Utility Bill* Pay Stub* (if providing a bill or paystub, photo ID is also required)
SOCIAL SECURITY NUMBER	Social security card
FAMILY INCOME For the past SIX months for ALL family members (1 or more documents required, all that apply) Family is defined as two or more persons related by birth, marriage or court decree who live in a single residence.	 All pay stubs or the last paystub showing six months of income for all working family members Unemployment insurance documents Public Assistance Records (TANF, GA, and/or SNAP eligibility) W-2 Tax form Social Security Benefits award letter Alimony agreement Child support award letter
FAMILY SIZE (1 or more documents required)	 Birth certificates for all members of the family Most recent 1040 Income Tax form listing all dependents. Marriage license
SELECTIVE SERVICE (for males born after Jan. 1, 1960) VETERAN STATUS	 DD-214 Selective Service Registration Card Counselor verification on Selective Service website www.sss.gov

Items listed below should be provided if they apply to applicant

EX-OFFENDER	Letter from Prison, Parole or Probation Officer
SCHOOL DROP-OUT	Letter from school
DISABILITY STATUS	School classification IEP
	 Department of Vocational Rehabilitation Letter/Records
	 Veteran's Administration Letter/Records
	 Social Security Administration Letter/Records
	 Doctor's Reference/Medical Records