

**Chapter 9: Youth  
Selective Service Registration**

**Issue Date/**

**Effective Date:** November 23, 2011

**Updated: February 1, 2012**

**Required Action**

**Action:** To ensure that males 18 through 26 years of age who participate in WIA-funded programs are registered with the Military Selective Service System in accordance with WIA Section 189 (h) and Training and Employment Guidance Letter (TEGL) 11-11, dated November 23, 2011.

**Who:** Intake Specialists and local youth service providers.

**Background:** WIA Section 189 (h) provides that each WIA enrolled male participant must comply with Section 3 (a) of the Military Selective Service Act (MSSA), U.S.C. App.453. MSSA requires male United States citizens, and other male persons residing in the United States, who are between the ages of 18 and 26 years of age, to register with Selective Service. In support of this requirement, Proclamation 4771 of July 2, 1980, requires male persons born on or after January 1, 1960 and who have attained their 18<sup>th</sup> birthday to register with Selective Service. A male individual must register within 30 days of his 18<sup>th</sup> birthday. His failure to register timely does not relieve him of his duty to register. The attached chart (Attachment A) illustrates those individuals who are required to register. **TEGL 11-11, dated November 23, 2011 further indicates that “if a man under the age of 26 refuses to register with the Selective Service, WIA-funded services must be suspended until he registers. TEGL 11-11 Change 1, dated January 20, 2012, clarifies that programs or services funded or authorized by Title I of WIA, not those funded or authorized solely by the Wagner-Peyser Act, must comply with the Selective Service registration requirements.**

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**Policies and Procedures:**

**WSAs and WIA service providers are required to establish procedures that provide for otherwise eligible male WIA participants to document they are not in violation of Section 3 (a) of the Military Selective Service Act (SSA).**

The application form is to include an item or section 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.

WSAs are to establish local policies to ensure registration is completed for these youth. Examples of local procedures may include:

- Youth counselors or case managers sending birthday cards to male participants at their 18<sup>th</sup> birthdays, reminding them to register and offering assistance if needed;
- WSA 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 18<sup>th</sup> birthday during or within six months of the follow-up period.

Workforce One (WF1) 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, November 23, 2011 and TEGL 11-1, Change 1, January 20, 2012, acceptable documentation includes:

- Selective Service Acknowledgement Letter
- Form DD-214 "Report of Separation"
- Screen Printout of the Selective Service Verification Letter site: [www.sss.gov/RegVer/wfVerification.aspx](http://www.sss.gov/RegVer/wfVerification.aspx). 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)
- Stamped Post Office Receipt of Registration

Per TEGL 11-11, before being enrolled in WIA-funded services, all males at least 18 years old (except those explicitly excluded in accordance with the attached chart, Attachment A) who are not registered with the Selective Service and have not reached their 26th birthday must register through the Selective Service website, [www.sss.gov](http://www.sss.gov). If a male turns 18 while participating in WIA-funded services, registration with Selective Service must be completed no later than 30 days after he becomes 18 in order to continue to receive WIA-funded services. **If a man under the age of 26 refuses to register with the Selective Service, and is not explicitly excluded, WIA-funded services must be suspended until he registers.**

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 18<sup>th</sup> birthdays, at which time confirmation will be mailed to the individual.

**Attachment:** Attachment A: Who Must Register Chart

**Reference Section:**

**Cites/References:** Military Selective Service Act, Section 3(a), WIA Section 188 (a)(5); WIA Section 189 (h); Training and Employment Guidance Letter 11-11, dated November 11, 2011); and Training and Employment Guidance Letter 11-11, Change 1, dated January 20, 2012.

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**Youth website:**

[http://www.positivelyminnesota.com/All\\_Programs\\_Services/Office\\_of\\_Youth\\_Development](http://www.positivelyminnesota.com/All_Programs_Services/Office_of_Youth_Development)

## Who Must Register Chart

With only a few exceptions, the registration requirement applies to all male U.S. citizens and male aliens residing in the United States who are 18 through 25 years of age.

Category	YES	NO
All male U.S. citizens born after December 31, 1959, who are 18 but not yet 26 years old, except as noted below:	X	
<b>Military-Related</b>		
Members of the Armed Forces on active duty (active duty for training does not constitute "active duty" for registration purposes)		X*
Cadets and Midshipmen at Service Academies or Coast Guard Academy		X*
Cadets at the Merchant Marine Academy	X	
Students in Officer Procurement Programs at the Citadel, North Georgia College and State University, Norwich University, Virginia Military Institute, Texas A&M University, Virginia Polytechnic Institute and State University		X*
National Guardsmen and Reservists not on active duty	X	
Delayed Entry Program enlistees	X	
ROTC Students	X	
Separatees from Active Military Service, separated for any reason before age 26	X*	
Men rejected for enlistment for any reason before age 26	X	
Civil Air Patrol members	X	
<b>Aliens**</b>		
Lawful non-immigrants on visas (e.g., diplomatic and consular personnel and families, foreign students, tourists with unexpired Form I-94, or Border Crossing Document DSP-150)		X
Permanent resident aliens (USCIS Form I-551)	X	
Special (seasonal) agricultural workers (I-9)	X	
Special agricultural workers (I-9)		X
Refugee, parolee, and asylee aliens	X	
Undocumented (illegal) aliens	X	
Dual national U.S. citizens	X	
<b>Confined</b>		
Incarcerated, or hospitalized or institutionalized for medical reasons		X*
<b>Handicapped physically or mentally</b>		
Able to function in public with or without assistance	X	
Continually confined to a residence, hospital, or institution		X

*Information continued on next page*

***Chart Information Continued:***

\* Must register within 30 days of release unless already age 26, or already registered when released, or unless exempt during entire period age 18 through 25.

\*\*Residents of Puerto Rico, Guam, Virgin Islands, and Northern Mariana Islands are U.S. Citizens. Citizens of American Samoa are nationals and must register when they are habitual residents in the United States. Habitual residence is presumed whenever a national or citizen of the Republic of the Marshall Islands or the Federated States of Micronesia resides in the United States for more than one year in any status, except as a student or employee of the government of his homeland.

**NOTE:** Immigrants who did not enter the United States or maintained their lawful non-immigrant status by continually remaining on a valid visa until after they were 26 years old were never required to register. Also, immigrants born before 1960 who did not enter the United States or maintained their lawful non-immigrant status by continually remaining on a valid visa until after March 29, 1975, were never required to register.

The Selective Service System  
Office of Public and Intergovernmental Affairs  
National Headquarters  
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