DIRECTIVE: JOB CORPS INFORMATION NOTICE NO. 15-43

TO: ALL JOB CORPS NATIONAL OFFICE STAFF
    ALL JOB CORPS REGIONAL OFFICE STAFF
    ALL JOB CORPS CENTER DIRECTORS
    ALL JOB CORPS CENTER OPERATORS
    ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
    ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
      National Director
      Office of Job Corps


1. Purpose. To answer additional Frequently Asked Questions regarding the recently revised Student Conduct System.

2. Background. Job Corps issued Policy and Requirements Handbook Change Notice 15-09, “Policy and Requirements Handbook (PRH) Revision to Exhibit 3-1, Infractions Levels, Definitions, and Appropriate Center Actions, and Corresponding Chapter, Exhibit and Appendix Changes” February 4, 2016. A subsequent Information Notice made the effective date for the policy June 1, 2016. The Job Corps field was invited to submit questions about the newly revised policy. A first set of Frequently Asked Questions and answers was issued June 1, 2016. The attached document addresses more of the most frequently asked questions.

3. Action. Addressees are to ensure this Information Notice is distributed to all appropriate staff.

4. Expiration Date. Until superseded.

5. Inquiries. Inquiries should be direct to Erin FitzGerald at (202) 693-2799 or fitzgerald.erin@dol.gov.

Attachment