

October 1, 2013

DIRECTIVE:	JOB CORPS PRH CHANGE NOTICE NO. 13-05
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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: GRACE A. KILBANE  
National Director  
Office of Job Corps

SUBJECT: Policy and Requirements Handbook (PRH) Chapter 6, Appendix 605

1. Purpose. To update Appendix 605 to ensure compliance with federal disability nondiscrimination laws, and to clarify the Job Corps reasonable accommodation process.
2. Background. The Americans with Disabilities Act Amendments Act (ADAAA) went into effect January 1, 2009. The ADAAA makes it easier for individuals to meet the definition of disability, be protected from discrimination, and be entitled to reasonable accommodations. Changes to this act apply to all federal disability nondiscrimination laws including the Workforce Investment Act, and Section 504 of the Rehabilitation Act that apply to Job Corps. While these laws are not identical, they are consistent, and have been modified to conform to the ADAAA.

While all regulations that apply to Job Corps have not been updated, the ADAAA changes still apply to these regulations. The “Background” section of Appendix 605 has been updated to reflect these changes. In addition, the “Process” section of the appendix has been updated to provide clarification and consistency to the Job Corps reasonable accommodation policy.

3. Explanation of PRH Changes. Revised PRH Appendix 605.
4. Action Required. Addressees are to ensure this PRH Change Notice is distributed to all appropriate staff.
5. Effective Date. Immediately.
6. Inquiries. Inquiries should be directed to Carol Abnathy at (202) 693-3283, or [abnathy.carol@dol.gov](mailto:abnathy.carol@dol.gov); or Johnetta Davis at (202) 693-8010, or [davis.johnetta@dol.gov](mailto:davis.johnetta@dol.gov).

Attachment

PRH Appendix 605: Process for an Applicant or Student with a Disability to Request Reasonable Accommodation to Participate in the Job Corps Program