

Rick Scott  
GOVERNOR




Jesse Panuccio  
EXECUTIVE DIRECTOR

## MEMORANDUM

**DATE:** August 28, 2015

**TO:** Regional Workforce Board Executive Directors

**FROM:** Lois A. Scott, Chief, Bureau of One-Stop and Program Support 

**SUBJECT:** Clarification and Guidance on In-school, Out-of-school, and Dropout for Youth at Eligibility Determination

On May 6, 2015, the Department of Economic Opportunity issued a memorandum with clarification on the definition of out-of-school youth as described under the Workforce Innovation and Opportunity Act (WIOA). WIOA clearly defines youth enrolled in an adult education program (i.e. GED) as out-of-school. We have received many inquiries asking if such out-of-school youth can also be considered dropouts. Additionally, we have received questions about whether attendance in Florida Virtual Schools (FLVS), either part-time or full-time, is considered in-school.

After consultation with our education partners, we've confirmed that an out-of-school youth who has not received their secondary school diploma or its equivalent, cannot automatically be determined a dropout. According to WIOA section 3 (54), *a dropout means an individual who is no longer attending any school and who has not received a secondary school diploma or its equivalent.* According to Florida Statute 1003.01 (9) (c), dropout means the student has withdrawn from school, but *has not* transferred to another public or private school or enrolled in any *career, adult, home education, or alternative educational program.* Based on this information, our guidance on this topic is that youth enrolled in such educational programs are **not** dropouts.

Additionally, students attending FLVS, as well as, youth who are in Department of Juvenile Justice (DJJ) facilities (unless they have a high school diploma or its equivalent) should be classified as "in-school" for the purpose of determining school status at eligibility.

Please contact Trina Travis at [Trina.Travis@deo.myflorida.com](mailto:Trina.Travis@deo.myflorida.com) with related questions.

LAS/tlt

cc: Michelle Dennard Tom Clendenning Michael Lynch Trina Travis

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
866.FLA.2345 | 850.245.7105 | 850.921.3223 Fax  
[www.floridajobs.org](http://www.floridajobs.org) | [www.twitter.com/FLDEO](https://www.twitter.com/FLDEO) | [www.facebook.com/FLDEO](https://www.facebook.com/FLDEO)

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