

# VETERAN INTAKE FORM

SECTION A

**Have you or your spouse ever served in the United States Military?**  Yes  No

**First and Last Name:** \_\_\_\_\_ **City/State where residing:** \_\_\_\_\_

**Cell/Home Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**U.S. Military Service Dates:** \_\_\_\_\_ to \_\_\_\_\_ **Additional Service Dates:** \_\_\_\_\_ to \_\_\_\_\_

**What was your character of Service at discharge?**  Honorable  Dishonorable  Other: \_\_\_\_\_

**Are you seeking staff-assisted employment services?**  Yes  No

**What brings you to the career center?** \_\_\_\_\_

SECTION B

**Are you a U.S. Military veteran who served in the Republic of Vietnam between 02/28/61 – 05/07/75?**  Yes  No

**Are you a Vietnam-era veteran who served in the active U.S. Military between 08/05/64 – 05/07/75?**  Yes  No

**Are you a U.S. Military veteran who is between the ages of 18 to 24?**  Yes  No

**Are you currently active in the U.S. Military and will be**  **retiring within 24 months or**  **separating within 12 months, and:**

- 18-24 years old?
- Being discharged through a Reduction in Force (RIF)?
- Received a signed DD eForm 2648 that indicates you did not meet Career Readiness Standards?

**Are you a wounded, ill, or injured Service Member receiving care at a Warrior Transition Unit (WTU) or Military Treatment Facility (MTF)?**  Yes  No

**Are you a caregiver for a wounded, ill, or injured Service Member, receiving care at a WTU or MTF?**  Yes  No

*If you answered "yes" to any of the questions in this section, you may be referred for additional services.  
If you did not answer "yes" to any of the questions above, please complete Section C.*

SECTION C

**Are you a veteran who** *(check all that apply):*

- Served on active duty for more than 180 days? (This includes Title 10 orders.)
- Was discharged or released from active duty because of a service-connected disability?
- Served in support of a conflict or campaign?
- Was released from service under a Sole Survivorship discharge?

**Are you a spouse of a veteran who:**

- Died of a service-connected disability, or while a disability was being evaluated?
- Has been classified as a missing, captured, or detained Service Member?
- Is 100% Total and Permanent Disabled?

*If you answered "yes" to any of the questions in this section, please complete Section D and mark all applicable options.*

SECTION D

**Are you an eligible veteran** *(check all that apply):*

- Receiving VA disability compensation or have a claim pending to receive compensation?

**Are you an eligible veteran or spouse who:**

- Is homeless, at risk of homelessness, or lacks fixed regular nighttime residence, or is fleeing a violent situation?
- Is a recently separated service member who has been unemployed for 27 or more weeks in the previous 12 months?
- Is incarcerated or has ever been incarcerated?
- Lacks a high school diploma or equivalent certificate?
- Is low income or receiving public assistance?

*If you answered "yes" to any of the questions in this section, you may be referred for additional services.*

**Customer Participant Statement**

*By signing below, customer has self-attested and acknowledges their status as listed in sections above.*

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Do Not Write – Staff Use Only*

**Referred to (Name/Title):** \_\_\_\_\_ **Referred by (Name/Title):** \_\_\_\_\_ **Date:** \_\_\_\_\_

# VETERAN INTAKE FORM DEFINITIONS

## SECTION A

- **Priority of Service** – Veterans and eligible spouses are given priority over non-covered persons for services and resources funded in part or in whole by the U.S. Department of Labor.
- **Service Dates** – Date(s) the veteran served on active duty.
- **Character of Service** – Upon discharge, the character of service the veteran received as indicated on the DD214 (i.e. Honorable, General, Other Than Honorable, etc.).

## SECTION B

- **Vietnam Era Veteran** – Service member whose active military service was during the Vietnam era, between 2/28/1961 and 5/7/1975 if service was in the Republic of Vietnam, OR between 8/5/1964 and 5/7/1975 for all other service.
- **Veterans Ages 18 to 24** – Veterans who are between the ages of 18 to 24 at the time of application.
- **Transitioning Service Member** – Service member who is within 12 months of separating or 24 months of retirement from active duty service, has attended a **Transitioning Assistance Program (TAP)** and meets one of the following:
  - Is between the **age of 18 -24**
  - Was involuntarily separated from active service due to a **reduction in force (RIF)**
  - Has been determined by their command to not meet **career readiness standards (CRS)** and has the required DD eForm 2648.
- **Wounded – Transitioning Service Member** – Service member who is wounded, ill, or injured and receiving treatment in a military treatment facility (MTF) or a warrior transition unit (WTU).
- **Wounded – Caregiver of a Transitioning Service Member** – Family member (parent, spouse, child, step-family member or extended family member) of a Wounded – Transitioning Service Member or a non-family member who lives with AND provides personal care services to the Wounded – Transitioning Service Member.

## SECTION C

- **Eligible Veteran – 180 Days** - Served active duty for more than 180 days (training/drill does not count toward the 180-days for National Guard or Reservists) and was discharged or released from such duty with a discharge other than "dishonorable." This includes Title 10 orders.
- **Eligible Veteran – less than 180 Days** – Discharged prior to the 180-days because of a service-connected disability or received a sole survivorship discharge.
- **Eligible Veteran – Conflict or Campaign** – Member of a reserve component unit that served on active duty during a period of war, campaign, or expedition for which a campaign badge is authorized, and was discharged or released from such duty with a discharge other than "dishonorable".

- **Sole Survivorship Discharge** – Early separation of a member of the Armed Forces who is the only surviving child in a family in which the mother or father, or one or more siblings, served in the Armed Forces and, as a result of that service, either died or was severely injured (resulting in permanent disability).
- **Eligible Spouse (Active Duty)** – Spouse of any service member serving on active duty who, at the time of application for services, is listed as one or more of the following categories and has been so listed for a total of more than 90 days: a) missing in action, b) captured in the line of duty, c) forcibly detained, or
- **Eligible Spouse (Disabled Veteran)** – Spouse of any veteran who has a total and permanent service-connected disability (100%) or died while a total and permanent service-connected disability was in place or died from a service-connected disability.
- **Title 10 Orders** – When mobilized (or activated) under Title 10 U.S.C., members of the National Guard and Reserve are activated for federal active-duty military service by the President of the United States, or under his/her authority.

## SECTION D

- **Disabled Veteran** – Service member who has a service-connected disability awarded by the U.S. Department of Veterans Affairs (VA). This is inclusive of veterans who have a 0% disability rating or pending VA disability claim.
- **Homeless Veteran** – Service member who: a) lacks a fixed nighttime residence, b) has a primary residence that is a publicly or privately operated shelter designed to provide temporary living accommodations, c) is fleeing or is attempting to flee domestic violence, d) or who has no other residence and lacks the resources to obtain permanent housing.
- **Recently Separated Veteran (Long-Term Unemployed)** – Service member who has been separated from active duty within the last 36 months and who at any point in the previous 12 months has been unemployed for 27 or more weeks (does not have to be consecutive).
- **Incarcerated Veteran** – Service member who requires assistance in overcoming artificial barriers to employment resulting from an arrest record, conviction, or is currently or has been released from incarceration.
- **Veteran lacking a GED/High School Diploma** – Service member without a high school diploma or equivalent certificate.
- **Low-income Veteran** – The service member's and families' (if applicable) total income from the last 6-months. This income is compared to the most current WIOA income guidelines. Note: some income is excluded (i.e. VA disability compensation, VA educational stipends, and other non-taxable income).