



**Policy Memorandum 2021-02**

**Selective Service Verification – Effective December 1, 2020**

**INTENDED AUDIENCE:** AAWDC staff, subgrantees, and recipients of federal job training funds

**SUBJECT:** Selective Service Verification Requirements

**LAST REVIEWED/UPDATED:** 10/2020

**RESPONSIBLE OFFICE:** Office of Compliance

**POLICY CONTACT:** Grant Performance Compliance Manager

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**CANCELLATIONS**

2018-03 – Selective Service Verification

***Revision History***

<u>Policy Number</u>	<u>Date of Revision</u>	<u>Significant Change</u>
2018-03	07/01/2017	To codify guidance for staff around Selective Service requirements and exemptions
2021-03	11/01/2020	Updated to reflect current practices and clarify responsibilities

Approvals

President and CEO, AAWDC *Kirkland J. Murray*  
[Kirkland J. Murray \(Dec 7, 2020 14:51 EST\)](#)

## ***Introduction***

All male U.S. citizens and male aliens living in the United States between the ages of 18 and 25 were required to be registered with the Selective Service. Registration provides for a fair and equitable system that provides personnel to the Department of Defense and an alternative service program for conscientious objectors, if activated by the federal government. Failure to register is a felony and individuals who do not register can be denied the following benefits for life:

- Federal (and some state) student aid programs
- Federal job training under the Workforce Innovation and Opportunity Act (and other federal and state job training programs)
- Federal (and many state and local) jobs
- Up to a 5-year delay on immigration proceedings for citizenship

## ***Policy Statement***

All male participants born after January 1, 1960 must provide evidence that they are registered with the Selective Service System. If a participant cannot provide documentation, then AAWDC cannot enroll him into any program or grant where verification of registration is a required element of eligibility.

### Youth Participants

Once a participant turns 18 years old, he must register with the Selective Service within 30 days of his birthday. If a youth participant fails to register or refuses to register, program services must be immediately discontinued. Any program costs incurred for the participant are disallowed starting on the 31<sup>st</sup> day after his 18<sup>th</sup> birthday.

### Participants Under Age 26

A participant may still register with the Selective Service and be deemed eligible for program services provided he has not yet reached his 26<sup>th</sup> birthday. After age 26, the participant must receive a waiver from AAWDC to receive services.

## ***Selective Service Waiver Requirements***

### Registration Exemption

Certain individuals are exempt from the registration requirements. Such individuals do not have to seek a waiver but must show proof of exemption.

Exemptions are granted to:

- Any male living in the United States born prior to January 1, 1960;
- Members of the Armed Forces on active duty (NOTE: active duty for training or ADT is not considered active duty for registration purposes);
- Cadet and Midshipmen of the Service Academies or Coast Guard Academy;
- Students in Office 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;
- Lawful non-immigrants on visas and special agricultural workers on I-688A visas;
- Any individual who was incarcerated, hospitalized, or institutionalized between the ages of 18 and 25;
- Any individual with a physical or mental disability who was continually confined to a residence, hospital, or institution; and
- Individuals who were born female and have a sex change.

### Registration Waiver

If the participant does not qualify for an exemption as indicated above must seek a waiver. AAWDC requires that the participant obtain a Status Information Letter and must present that letter to the Office of Compliance. A compliance staff member will adjudicate the issue and decide. The standard for adjudication is that the individual show by a preponderance of the evidence that his failure to register was not knowing and willful.

If the compliance staff member decides in favor of the participant, then the participant may not be denied any program services to which he is otherwise eligible.

In the event that the Office of Compliance makes an adverse determination, services must be denied and the participant must be notified in writing. The final decision regarding the participant's eligibility lies with AAWDC and the Office of Compliance.

***Related Policies and Other Resources***

- *TEGL 11-11, Change 2* – Selective Service Registration Requirements for Employment and Training Administration Funded Programs, dated May 16, 2012

# Selective Service Verification

Final Audit Report

2020-12-07

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