



Princeton Human Services Summer Youth Employment Program 2014

APPLICATION INSTRUCTIONS

The Summer Youth Employment Program is open to youth ages 14 through 17, living in Princeton or attending Princeton High School, and whose family meets a maximum income requirement.

Eligibility:

- Applicant must be at least 14 years of age but not over 17 years of age by **July 7, 2014**.
- Applicant and parent(s) and/or legal guardian(s) must be residents of Princeton or the participant attends Princeton High School.
- Family income must fall under 300% of the previous year's Federal Poverty Guidelines based on family size as published by the US Department of Health & Human Services.
- Applicant must attend all mandatory events and activities.
- Applicant should be able to participate for the entire of the program.
- Applicant must have a physical within one year of the work start date.
- Applicant must have completed working papers as required by NJ State Law.

To participate in the Summer Youth Employment Program this summer:

1. Complete the application form.
2. Obtain required documentation.
 - a. Photocopy of applicant's Social Security Card
 - b. Photocopy of applicant's school ID or school record (e.g. report card)
 - c. Copy of contributing parent(s)/legal guardian(s) 2012 Income Tax return or proof of family income
 - d. Student working papers (available from Princeton Public Schools)
 - e. Copy of permanent resident card or other authorization for work if participant is not a citizen of the United States.

These documents must be submitted with your application in order for it to be accepted.

Application also needs to be signed by both applicant and parent/legal guardian.

3. Return your completed application by the deadline date with required documentation to the Princeton Human Services office.

The **DEADLINE** for submitting your application is **Monday, May 5th, 2014**. Depending on the number of applications, a lottery or interviews may be necessary to determine those applicants who will be offered a position in the Summer Youth Employment Program.

Submission of an application does not guarantee eligibility or placement in the program.

Princeton Human Services

1 Monument Drive

Princeton, NJ 08542

P: 609-688-2055

F: 609-688-2053

ENeira@princetonnj.gov