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Selective Service Policy and Procedure

Resources: TEGL 11-11, Change 2 and Selective Service System Who Must Register Chart

Who Must Register for Selective Service

Almost all male U.S. citizens and immigrants between the ages of 18 and 25 are required to register with Selective Service. All male U.S. citizens born on or after January 1st, 1960, who are 18 but not yet 26 years old, including as noted below:

- Cadets at the Merchant Marine Academy
- ROTC Students
- National Guardsmen and Reservists not on active duty / Civil Air Patrol members
- Delayed Entry Program enlistees
- Men rejected for enlistment for any reason before age 26
- Separatees from Active Military Service, separated for any reason before age 26 **NOTE:** Must register within 30 days of release unless already age 26.
- Permanent resident immigrants (USCIS Form I-551)
- Refugee, parolee, and asylee immigrants
- Undocumented immigrants
- Dual national U.S. citizens
- Able to function in public with or without assistance
- U.S. citizens or immigrants who are born male and have changed their gender to female.

U.S. Citizens- **NOTE:** Residents of Puerto Rico, Guam, Virgin Islands, and Northern Mariana Islands are U.S. citizens. Citizens of American Samoa are nationals and must register when they are habitual residents in the United States or reside in the U.S. for at least one year. Habitual residence is presumed and registration is required whenever a national or a citizen of the Republic of the Marshall Islands, the Federated States of Micronesia or Palau, resides in the U.S. for more than one year in any status, except when the individual resides in the U.S. as an employee of the government of his homeland; or as a student who entered the U.S. for the purpose of full-time studies, as long as such person maintains that status.
NOTE: To be fully exempt you must have been on active duty or confined continuously from age 18 to 26.

U.S. citizens who are not required to register for Selective Service:

- Members of the Armed Forces on active duty (active duty for training does not constitute “active duty” for registration purposes) *Must register within 30 days of release unless already age 26.
- Students in Officer Procurement Programs at the Citadel, University of North Georgia, Norwich University, Virginia Military Institute, Texas A&M University, Virginia Polytechnic Institute and State University **NOTE:** Must register within 30 days of release unless already age 26.
- Cadets and Midshipmen at Service Academies or Coast Guard Academy **NOTE:** Must register within 30 days of release unless already age 26.
- Lawful non-immigrants on current non-immigrant visas. A complete list of acceptable documentation for exemption may be found at https://www.sss.gov/Portals/0/PDFs/DocumentationList.pdf
- Seasonal agricultural workers (H-2A Visa)
- Incarcerated, or hospitalized, or institutionalized for medical reasons **NOTE:** Must register within 30 days of release unless already age 26.
- Males with disabilities who are continually confined to a residence, hospital, or institution
- Individuals who are born female and have changed their gender to male

NOTE: Immigrants who did not enter the United States or maintained their lawful non-immigrant status by continually remaining on a valid visa until after they were 26 years old, were never required to register. Also, immigrants born before 1960, who did not enter the United States or maintained their lawful non-immigrant status by continually remaining on a valid visa until after March 29, 1975, were never required to register.

More information about registration requirements and an online tool to verify registration status can be found on the Selective Service website.

Failure to Register for Selective Service

Males Younger than 26

Males between the ages of 18 and 25 who have not registered with Selective Service can become eligible for WIOA Title I programs by registering. If an individual turns 18 while participating in a WIOA Title I program, he must register with Selective Service no later than 30 days after his 18th birthday. Males between 18 and 25 years of age who refuse to register with the Selective Service must be suspended from WIOA funded services until registered.

Males Aged 26 and Older

Males aged 26 and older who have not registered can become eligible for WIOA Title I programs by providing documentation showing they were not required to register, or by demonstrating that their failure to register was not "knowing and willful."

The local WDB or the service provider that enrolls individuals in WIOA Title I services is responsible for determining whether services should be provided. They must follow the steps below to determine whether an individual who was required to register but failed to do so acted knowingly and willfully.

Step 1-The individual must complete the WDB Selective Service Determination form, which must include the individual's written explanation and supporting documentation, if available, of the circumstances at the time of the required registration and the reason(s) for failure to register. The individual should be encouraged to offer as much evidence/detail as possible to support their case.

Step 2-The WDB Manager of Compliance reviews the information to determine if there is enough support to make it more likely than not that the individual did not knowingly and willfully fail to register. Things to consider include:

- Whether the individual was aware of a requirement to register, and if individual understood that the requirement applies;
- When did the individual find out he was required to register;
- Whether Selective Service had the correct address(es) for the individual when he was between the ages of 18 and 25, and if the Selective Service sent letters to the correct address(es);
- If the individual had the mental capacity to decide whether to register;
- If the individual mistakenly believed that he was registered;
- What actions did the individual take when he found out he was required to register;

If the WDB Manager of Compliance along with the WDB President/COO determines that the failure to register **was not** knowing and willful, then WIOA services may be provided. WDB Manager of Compliance will enter a case note on the individual's electronic record and upload the applicable documents into the individual's electronic record.

If the WDB Manager of Compliance along with the WDB President/COO determine that the failure to register **was** knowing and willful, WIOA services cannot be provided, and the service provider will be contacted. The WDB Manager of Compliance will enter a case note and upload the applicable documents on the individual's electronic record.

Selective Service Determination Form

Please print or type

Name:_____Date of Birth_____

Did you know that you can be denied federal benefits and services if you did not register with selective service?

_____

Did you know that you are required to register with selective service? _____

Did you receive a registration remind letter from selective service? _____

If applicable, attach any supporting documentation used to determine the individual's Selective Service status, including online verification results, documentation of exemption, a Status Information Letter (if available), or other supporting records.

Provide a comprehensive explanation of why you are not registered for Selective Service. Attach additional pages if needed. *Supporting documentation must be provided reflecting that failure to register was not willful*.

_____

_____

_____

_____

_____

I,_____ attest the above statements are true and that not registering for Selective Service was not knowingly and willful.

_____ _____

Signature Date

Case Manager Use Only:

State ID: _____ Has the individual's Selective Service registration status been verified? _____

_____ _____

Case Manager Date

SE WDB Admin Office Use Only:

_____ It has been determined that failure to register for Selective Service was not knowingly and willful.

_____ Individual was unable to show proof that failure to register for Selective Service was not knowingly and willful.

_____ _____

President/COO Date

_____ _____

Manager of Compliance Date