



OhioMeansJobs/Knox Center  
 17604 Coshocton Rd  
 Mount Vernon, OH 43050

**YOUTH CREDIT RECOVERY APPLICATION FORM**

**PLEASE PRINT ALL INFORMATION**

***Parent or Guardian must complete this section:***

Student Name:	
School (for KCCC list both KCCC and home school):	
Address Number and Street (or P.O. Box):	
City, State, Zip Code:	
Student's Age:	
If income eligible, will you need transportation assistance?	
Telephone:	
Parent Signature:	

***School Official must complete this section:***

Course Name:	
Full Credit or Half Credit:	
Anticipated Graduation Year:	
Copy of student's transcripts must be attached:	_____ Transcripts attached
Is student on an IEP?	_____ Yes _____ No
School Official Signature:	
Title:	
Date:	

Low income families may qualify for free services in the youth program. Eligibility determination required. For those paying, make check or money order payable to ***Knox County Dept. of Job and Family Services***. No partial payments are accepted. If client attends less than 5 hours of a class, they are eligible for a refund minus a \$15.00 processing fee. Requests for refunds must be in writing and must be filed no later than 30 days from the scheduled start date. Allow 3-4 weeks for processing.

**FOR ADDITIONAL INFORMATION, CONTACT:**

Youth Case Manager Lori Rudrick 740-399-3638  
 Youth Case Manager Deetra Marshall 740-399-3634  
 Youth Instructor Mindy Ziegler at 740-399-3645

**FOR OMJ/KNOX CENTER USE ONLY:**

Date Registration Form Received: \_\_\_\_\_ By: \_\_\_\_\_