



# 2023-24 Adult Student Profile Document (ASPD)

Please provide the information below. All items with an asterisk (\*) are required.

\*INTAKE DATE: (mm/dd/yyyy) \_\_\_\_\_

### Contact Information

\*Last Name: \_\_\_\_\_ \*First Name: \_\_\_\_\_ Middle Name/Initial: \_\_\_\_\_  
 \*Mailing Address: \_\_\_\_\_ \*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_  
 County of Residence: \_\_\_\_\_ Country of Origin: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
 Best phone number to reach you: \_\_\_\_\_ Is this a cell number?  Yes  No If Yes, may we text you?  Yes  No  
 Best time to reach you: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Demographic Information (Age, Gender, Ethnicity and Race)

\*Date of Birth: (mm/dd/yyyy) \_\_\_\_\_ If you are under 18 years old, have you been released from compulsory attendance?  Yes  No  
 \*Gender: (Select One)  Female  Male Preferred Identification: \_\_\_\_\_  
 \*Are you Hispanic?  Yes  No  
 \*Which best represents your racial origin? (Select all that apply)  American Indian/Alaska Native  Asian  Black/African American  
 Native Hawaiian/Other Pacific Islander  White

### Emergency Contact

Name of Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_ Relationship: \_\_\_\_\_

### Educational Attainment

\*Education: (Select One)  U.S.-based Schooling  Non U.S.-based Schooling  
 \*Highest level of school completed or degree attained: (Select One)  
 Grades 1-5 (Last Grade completed \_\_\_\_\_)  HS diploma/alternate credential  College/Professional Degree  
 Grades 6-8 (Last Grade completed \_\_\_\_\_)  High school equivalency  No Schooling  Unknown  
 Grades 9-12 - No Diploma (Last Grade completed \_\_\_\_\_)  HS diploma/equivalency and Some college (no degree)

### How did you hear about this adult education program? (Select all that apply)

Billboard  Family Member/Friend  Printed card/Flyer  Social media  
 Child's school  I am a returning student  Newspaper/Magazine Ad  Text message/Email  
 Church  Internet search  Television Ad  VA Career Works Portal  
 Community College  One-stop Center  Radio Ad  Other: \_\_\_\_\_

### Non-Title II WIOA Program Enrollment (Select all that apply)

Are you currently enrolled in any of the following?  VA Career Works (Title I)  VEC (Title III)  DARS/DBVI (Title IV)

### Employment Status

\*What is your employment status at date of this intake? (Select one)  
 Employed  Employed (**But received notice that employment is ending or separation from military is pending**)  
 Unemployed for 27 or more weeks  Unemployed for less than 27 weeks  Not in the labor force (not looking for a job)

### Employment Barriers

\*Do you have any employment barriers? (Select all that apply)  
 I have a disability  I have no fixed address  I am a migrant or seasonal farmworker  
 I am an ex-offender  I am a single parent  I am or used to be in the foster care system  
 I have a low income  I am a displaced homemaker  I have less than two years of TANF lifetime eligibility  
 None of the barriers indicated applies to me

### VA High School Equivalency Testing

\*Have you taken the GED® test?  Yes  No  
 \*Do you plan to take the GED® test in the next 12 months?  Yes  No  
 \*Are you enrolling to take advantage of the free test initiative promoted on GED.com?  Yes  No

### Release of Student Information Consent

I give consent to \_\_\_\_\_ (name of adult education provider) to release my directory information to workforce agencies at my local Virginia Career Works to determine if I qualify for additional workforce assistance, including occupation-specific training. The signed consent expires at the end of the program year.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Local Use Only

\*Student Program Type: (Select One)  ABE  ASE  ELA  IELCE  
 Program Participation: (Select all that apply)  IET  Family Literacy  Workplace Adult Education & Literacy  
 Correctional Facility  Community Correctional Program  Other Institutional Setting  
 \*Federal Funding Source: (Select One)  AEFLA (Title II, Sec. 231)  C&I (Title II, Sec. 225)  IELCE (Title II, Sec. 243)  
 State Funding Source: (Select one if applicable)  GAE  PIVA  Race to GED®  Local Match