

WIOA Program Application Steps

Congratulations! You are on your way to achieving your career goals. Below are the next steps to get you ready for enrollment in the Workforce Innovation and Opportunity (WIOA) Program.

Step #1: Virtually attend the WIOA Orientation, at this link: [WIOA Orientation](#)

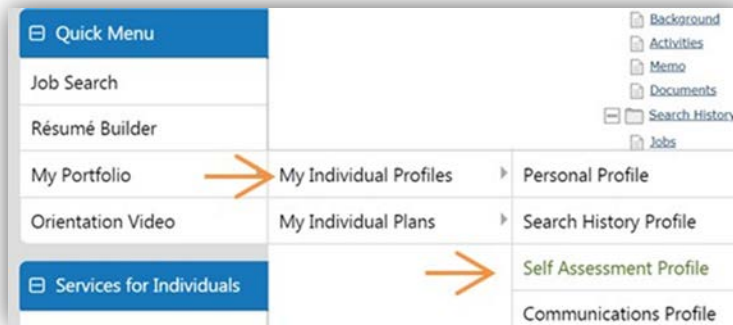
This short orientation will answer many of your questions.

Step #2: Update your Profile on EmployFlorida! www.employflorida.com

A: Register or sign into EmployFlorida's website.

B: Upload or create an updated, valid resume.

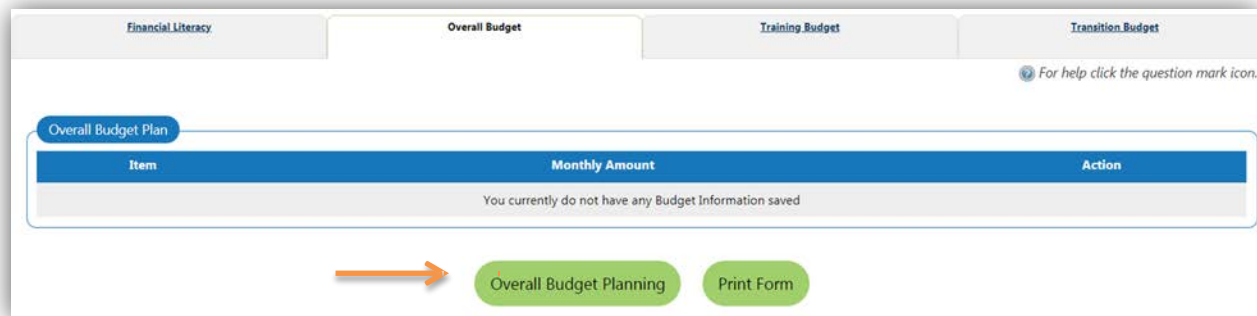
C: Complete the Self-Assessment Profile (all 5 skill assessments):



D: Complete Your Financial Plan Profile

Steps: Quick Menu > My Portfolio > My Individual Plans > Financial Plan Profile >

Overall Budget Planning



Step #3: Speak with a Success Coach today!

Your first call will be a short overview of your current situation and we will discuss next steps.

CareerSource Broward

In South Broward
954-967-1010 ext. 194

In Central Broward
954-677-5555 ext. 1100

In North Broward
954-969-3541 ext. 100

Step #4: Gather Documents!

You and the WIOA Success Coach will review the **WIOA Documentation Checklist**, you will be asked to gather your original documents and be given direction on how to upload them to the secure EmployFlorida site – don't worry it's not hard and we are here to help!

Step #5: Find your school and program!

If you are interested in going back to school, check out our list of approved courses and schools at:

<https://careersourcebroward.com/career-seekers/occupational-training>

Step #6: Apply for Financial Aid!

If you are interested in going back to school, please **apply for Federal Financial Aid**. Below is the website to apply for the Pell Grant. (If you already have your Bachelor's degree (or higher), you **do not** have to complete this step.) Please be aware that not all schools and/or courses accept the Pell Grant.

<https://fafsa.ed.gov>

Step #7: Complete an Assessment!

Depending upon your situation **and career goals** your Success Coach may require you to complete **basic skills or career inventory assessments**.

Thank you for choosing CareerSource Broward!
**We look forward to assisting you with achieving your
Career Goals!**