



# EMPLOY MILWAUKEE DESK AID

Employ Milwaukee • 2342 North 27th Street, Milwaukee, WI 53210 • (414) - 270 -1700



## Selective Service

### Who Must Register for Selective Service

- Almost all male U.S. citizens and immigrants between the ages of 18-25 are required to register with Selective Service within 30 days of their 18<sup>th</sup> birthday.
- Selective Service requirements are based on gender at birth.
- See Selective Service Guidance in WIOA Title I-A & I-B Policy & Procedure Manual for specific details

### ASSET Selective Service Indicators and When to Use Them

#### 1. Yes

- Select if customer was born male and is registered with selective service.
- Must enter selective service number in ASSET Programs Title I Tab.
- Use Selective Service website ([www.sss.gov](http://www.sss.gov)) to verify whether customer is registered or not.
- Must upload selective service registration printout to ASSET Documents

#### 2. No

- Only used when registering a customer in Title I but customer is not registered with selective service at the moment and has submitted a waiver that has not been approved at that time.
- When a customer does not meet the selective service requirement, they are not considered eligible for the program and cannot move forward with services.

#### 3. Not Required

- Females
- Males born before January 1, 1960
- Males who are serving in the military on full-time active duty
- Males attending any of the five service academies (i.e. the U.S. Military, Naval, Coast Guard, Merchant Marine, and Air Force Academies)
- Males with disabilities who are continually confined to a residence, hospital or institution
- Non-U.S. male on a valid non-immigrant visa.
- Non-U.S. male who came into this country (either legally or illegally) for the first time after his 26th birthday. He must provide proof that he was not living in the U.S. from age 18 through 25.
  - Acceptable forms of supporting documentation include:
    - 1. Date of entry stamp in his passport;

- 2. I-94 with date of entry stamp on it; or
- 3. Letter from the U.S. Citizenship and Immigration Services (USCIS) indicating the date the man entered the United States presented in conjunction with documentation establishing the individual's age.
- Must upload appropriate documentation to ASSET Documents for previous two bullets specific to Non-U.S. males

#### **4. Exempted Veteran**

- Veteran who was on active duty continuously from age 18-26
- Must provide DD-214 showing dates of military service

#### **5. Waived**

- Used when males aged 26 and older have not registered with Selective Service and can demonstrate that their failure to register was not “knowing and willful”
  - In this case, they must complete the Selective Service Waiver Information and Request Form
    - See DOL TEGL 11-11, page 4 for additional guidance on determining knowing and willful failure to register.
    - Waiver request must be sent to EMI Program Manager for approval. Prior to approval, Selective Service Indicator must show “No”. Once approved, update to “Waived”.
  - Must upload selective service form, waiver request and waiver as one document upload once approval is completed.

#### **6. Less than 18 Years Old**

- Any males who are less than 18 years old (Selective Service registrations can be completed within 30 days of their 18<sup>th</sup> birthday)
- If an individual turns 18 while participating in the Youth Program, he must register with Selective Service no later than 30 days after his 18<sup>th</sup> birthday. If they fail to register during that period, he may not continue in the program.
  - Must upload the selective service registration document and update ASSET Programs selective service indicator and number once registration is completed.

### **Resources**

1. WIOA Title I-A & I-B Policy & Procedure Manual
  - Selective Service Guidance
  - Youth Eligibility, Chapter 10.3
  - Adult & DW Eligibility, Chapter 8.2
2. DOL TEGL 11-11, Change 2
3. Selective Service System Website ([www.sss.gov](http://www.sss.gov))

Revised: 05.12.2025

Employ Milwaukee is an Equal Opportunity Employer and Service Provider. If you need this information in an alternate format, or in a different language at no cost to you, please contact us at (414) 270-1700. Deaf, hard of hearing, or speech impaired callers can contact us through Wisconsin Relay Service at 711.

A proud partner of the  **americanjobcenter** network