



## Intake Form

**Welcome!** We appreciate your interest in the Santo Domingo Pueblo Education and Employment & Training Office's programs and services.

**Important Note:** Completing this form does not guarantee enrollment or eligibility for assistance. Our staff will review your completed form and may contact you within 2-3 business days to schedule an interview to gather information for the next steps.

**Submitting your form:** Once you've completed the application, please return it to the Santo Domingo Pueblo Education and Employment & Training Office.

**Need help?** If you need assistance filling out the form, feel free to call our friendly staff at (505) 585-0109 to schedule an appointment.

### CLIENT INFORMATION

**First Name:** \_\_\_\_\_ **MI:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_ **DOB:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Gender:**  Male  Female  
**Physical Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_  
**Primary Phone #:** \_\_\_\_\_ **Alternate Phone #:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_  
**Parent/Guardian Name** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_

### TYPE OF ASSISTANCE NEEDED:

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> Bus/Train Pass                  | <input type="checkbox"/> Financial Literacy                   | <input type="checkbox"/> Job Search                           | <input type="checkbox"/> School Supplies                  |
| <input type="checkbox"/> Career Planning/Counseling      | <input type="checkbox"/> First Time Driver's License/Fees     | <input type="checkbox"/> Leadership Development               | <input type="checkbox"/> Textbooks                        |
| <input type="checkbox"/> Career Readiness/Exploration    | <input type="checkbox"/> Fuel Assistance                      | <input type="checkbox"/> Mentoring Service from Adult Mentors | <input type="checkbox"/> Tools/Equipment                  |
| <input type="checkbox"/> Dropout Prevention              | <input type="checkbox"/> GED Preparation                      | <input type="checkbox"/> Occupational Skills Training         | <input type="checkbox"/> Tutoring                         |
| <input type="checkbox"/> Educational Testing Fees        | <input type="checkbox"/> GED/High School Equivalency Referral | <input type="checkbox"/> On-the-Job Training                  | <input type="checkbox"/> Uniform/Work Attire              |
| <input type="checkbox"/> Employment Related Fees         | <input type="checkbox"/> Internship/Job Shadowing             | <input type="checkbox"/> Post Secondary Education             | <input type="checkbox"/> Vocational Education Certificate |
| <input type="checkbox"/> Entrepreneurial Skills Training | <input type="checkbox"/> Job Placement                        | <input type="checkbox"/> Prescription Eyewear                 | <input type="checkbox"/> Work Experience                  |

### CERTIFICATION

I acknowledge that all information provided in this application is accurate and truthful to the best of my knowledge. I understand that the information may be verified and reviewed, and I may be asked for additional information depending on the services requested. I authorize the release of this information for verification purposes, and I acknowledge that it will be used to assess my eligibility for services. If deemed eligible, I agree to comply with all rules, regulations, and procedures of the Santo Domingo Education and Employment & Training Office.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent/Guardian Signature** *(If applicant is under the age of 18)*

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Receiving SDETO Staff Signature**

\_\_\_\_\_  
**Date**