

The Mississippi Partnership Basic Skills Screening Tool for Adults & Dislocated Workers

Name: _____ Date of Birth: _____

1. Do you have a high school diploma, General Educational Diploma (GED), or High School Equivalency (HSE) diploma? Yes No
2. Can you follow basic written instructions and diagrams with no help or just a little help? Yes No
3. Can you fill out basic medical forms and job applications? Yes No
4. Can you add, subtract, multiply, and divide with whole number up to 3 digits? Yes No
5. Can you do basic tasks on a computer? Yes No
6. Do you speak and read English well enough to get and keep a job? Yes No
7. If you have taken the ACT WorkKeys® Workplace Documents and Applied Math tests: Did you score at least a Bronze Level on these tests? Yes No N/A
8. If you are seeking training services: Do you have the skills necessary for the desired position you are seeking training services for? Yes No N/A

Participant Signature _____

Date _____

For staff use only:

Was the individual able to complete this screening tool without help? Yes No

If any question 1-8 above is answered "No" or if the form could not be completed individually, the individual is considered basic skills deficient. Is the individual basic skills deficient? Yes No

For Adult Participants Only: Adult participants who are basic skills deficient receive priority of service for WIOA.

Name of WIOA Staff: _____

Staff Signature _____

Date _____