



## **L.E.A.P. Academy Frequently Asked Questions (FAQs)**

### **Winter 2017**

#### **How do I apply for the Winter 2017 L.E.A.P. Academy cohort?**

To apply for the Winter 2017 L.E.A.P. Academy cohort, applicants must complete the online [application](#). All applications must be submitted **no later than 4:00 pm, Friday, January 13, 2017.**

#### **Who is eligible:**

- Must be a District of Columbia resident
- Must be at least 21 years of age
- Must have a high school diploma, GED Certificate or higher
- Must be registered with DCNetworks.org
- Must pass a drug screening (*if offered a training opportunity*)

#### **What does a complete application for the L.E.A.P. Academy include?**

- In addition to a completed online application, eligible DC residents must also provide the following documents:
- Copy of a valid state issued identification
- Copy of your high school diploma or GED certificate (If you have received an Associate's/Bachelor's/Master's degree or higher, you may submit that in lieu of a HS diploma/GED)
- Completed DCNetworks.org online registration
- 150-250 word essay

**What is the process for being accepted into the L.E.A.P. Academy?**

The L.E.A.P recruitment team reviews all applications and invites superior applicants to pre-screening interview sessions. NO CALLS will be returned regarding the application status during the recruitment period. All applicants will be notified of their status once final selections have been made.

After the pre-screening interview sessions, the recruitment team evaluates applicants based on an individual interview, computer and reading assessments and overall suitability for the available positions and the L.E.A.P Academy.

**What types of work do trainees perform?**

Each placement is unique and host agencies that have agreed to partner with the L.E.A.P. Academy have developed their own training curriculum, process and projects for trainees to complete during their six to 12-month internship.

**Are trainees guaranteed a job after completing the six or 12-month internship?**

No. Assuming that the trainee completes their six or 12-month commitment, receives favorable performance evaluations and wants to continue working for the city, every effort will be made to find appropriate positions at the end of the internship. However, there is not a guarantee that appropriate jobs will be available.

**How much are trainees paid?**

All trainees earn the same wage of \$13.95 per hour, the District's living wage, for the duration of the six to 12-month internship. The salary is non-negotiable.

**How many trainees are selected per cohort?**

The number of trainees selected per cohort depends on funding and the number of District agencies able to partner with the L.E.A.P. Academy.

**When will the next cohort start?**

Information on additional cohorts and eligibility requirements will be released to the public as funding becomes available.

For more information, visit [www.does.dc.gov](http://www.does.dc.gov) and stay connected with your American Job Center employment specialists.

Thank you for interest in the L.E.A.P Academy!