

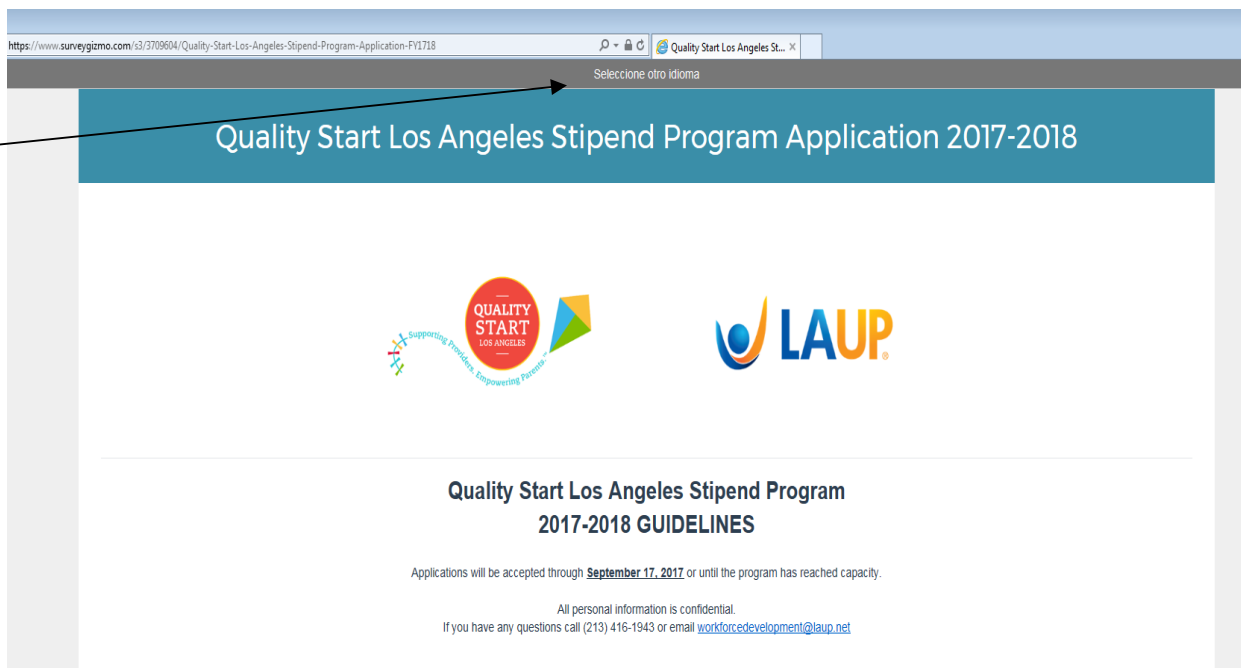
1718 QSLA Stipend Tip Sheet



For online application, go to link below:

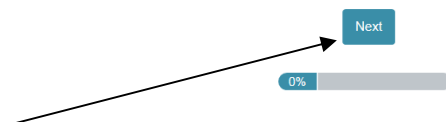
<https://www.surveymzmo.com/s3/3709604/Quality-Start-Los-Angeles-Stipend-Program-Application-FY1718>

To change language for application, from English to Spanish, **click** at the top link, **Seleccione Otro Idioma**.



Prior to begin completing online application:

- Read **ALL** guidelines
- **Click next** when ready to begin online application



1718 QSLA Stipend Tip Sheet



Begin online application:

- The application should take 10-15 minutes to complete.
- You must complete the application in one sitting.

Things to consider:

- Fields with * are required
 - You will not be able to advance if you have missing required field(s)
- If there is an error message, read and correct error before advancing
- Read each question carefully to ensure you answer correctly. Please pay special attention to:
 - Select only one
 - Select all that apply
 - For other option field- Write in required

Required fields:

Home Address *

- Please do not abbreviate address:
 - Wrong: 888 S. Fig
 - **Correct:** 888 South Figueroa Street

City *

- Wrong: LA
- **Correct:** Los Angeles

1718 QSLA Stipend Tip Sheet



- You must select at least one telephone:

Please indicate which phone numbers you can be reached at: *

- Home Phone
- Mobile Phone

Home Phone *

Mobile Phone *

- Wrong: 2134161219
- **Correct:** 213-416-1219

Social Security Number (###-##-####) *

- Wrong: 611111234
- **Correct:** 611-11-1234

Date of Birth (MM/DD/YYYY) *

- Wrong: 01011999
- **Correct:** 01/01/1999

Certification and signature:

- Read each statement carefully
- Enter initials
- Enter electronic signature
- Enter date

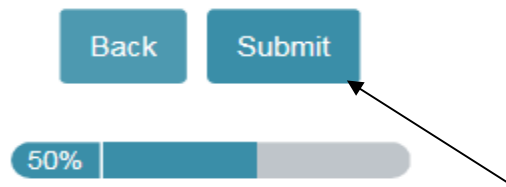
1718 QSLA Stipend Tip Sheet



Submission of application:

- Review all answers before submitting
- Correct errors if applicable
- Click submit

LAUP reserves the right to verify that the information provided is true.



Confirmation of submission:

- You will see the following message if you have submitted application successfully



Dear martha majano,

Thank you for your interest in participating in the **Quality Start Los Angeles Stipend Program 2017-2018**. This email serves as your confirmation that we received your application.

Your application is awaiting review and you will receive a letter after it has been reviewed. If further information is needed, we will contact you.

Thank you!

Questions or assistance:

If you have any questions call (213) 416-1943 or workforcedevelopment@laup.net