



Workforce Recruitment Program

What is WRP?

- ▶ The Workforce Recruitment Program (WRP) recruits college students, graduate students, and recent graduates with disabilities for a resume talent database that federal managers use to hire for internships or permanent jobs.
- ▶ WRP also provides career development activities to applicants.
- ▶ WRP is managed by the U.S. Department of Labor.

Goals of the Program

- ▶ Bring students with disabilities into the employment process.
- ▶ Help college Career Centers and Disability Services Offices connect with their students with disabilities around employment.
- ▶ Function as a pipeline to bring new talent into the Federal Government and fill mission-critical jobs.

Who can participate?

Students and recent graduates with disabilities. All applicants must be:

- ▶ eligible for the Schedule A Hiring Authority for persons with disabilities
- ▶ a U.S. citizen

Current students must be an enrolled full-time, degree-seeking, postsecondary (undergraduate or graduate) student. If you are taking a reduced course load due to a disability or are in your last term/semester, you can also apply.

Recent graduates must have met the above requirements while enrolled and have graduated with a degree **on or after April 1, 2023.**

Important WRP Dates

- ▶ To register : WRP.gov
- ▶ Student registration closes: Friday, October 10
- ▶ Career development activities will occur in the fall. Stay tuned for details!
- ▶ Database released to employers: Mid-December

WRP and Schedule A

- ▶ WRP candidates must provide a Schedule A letter during the application process to verify eligibility.
- ▶ WRP Employers use Schedule A to hire WRP candidates into internships and jobs at their agencies.
- ▶ Candidates must provide a Schedule A letter to the federal agency's human resources if accepting a WRP opportunity.

What is Schedule A?

- ▶ Schedule A is a hiring mechanism for people with disabilities that allows them to be quickly hired into the federal workplace.
 - ▶ Improves the Federal Government's ability to hire.
 - ▶ Helps the Federal Government be a model employer.
- ▶ Candidates are eligible for Schedule A if they have an intellectual disability, psychiatric disability, or severe physical disability.
- ▶ To be hired, candidates with disabilities must be qualified for the position and provide a Schedule A letter to HR.

Learn more: [Schedule A Hiring Authority](#) and [How to Obtain a Schedule A Letter](#)

Who can provide a Schedule A Letter?

A Schedule A letter is documentation that you are Schedule A eligible. This letter must be on letterhead and signed by:

- ▶ A licensed medical professional;
- ▶ A licensed rehabilitation professional; or
- ▶ Any federal or state agency that issues or provides disability benefits.
- ▶ It **cannot** be provided by Student Accessibility Services personnel.

This letter does NOT need to detail your specific disability, medical history, or need for accommodation. Follow the [sample Schedule A letter](#) language.

Required information for the WRP Application

The WRP student application consists of:

- ▶ Identification and contact information
- ▶ Resume
- ▶ Schedule A letter
- ▶ Transcript (official or unofficial)
- ▶ Academic information including major, degree, GPA, etc.
- ▶ Job and location preferences and interests
- ▶ Disability & demographic info (for statistical purposes only, not shown to employers)



Application Information

- ▶ Your application is published to federal employers from December 2025-December 2026.
 - ▶ You must reapply to WRP each fall that you wish to participate.
- ▶ Keep your WRP application and contact info up to date **all year** so employers can contact you! You can edit your application and documents even after submitting.
- ▶ Please note: WRP is not a guarantee of employment, and we encourage you to pursue other avenues in addition to WRP.

How Employers May Contact You

- ▶ Employers may contact WRP applicants directly by email or phone. (WRP Program staff do not track this information.)
- ▶ Employers may contact candidates as early as January, and will continue through June for summer jobs, and up to one year for permanent jobs.
- ▶ If you are contacted, get the person's contact information. Ask about the location of the position, the job title, and job duties.
- ▶ After registering, visit WRP.gov and read the "Important Information for WRP Candidates" article for more details.

Questions?

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