

Memorandum

Subject: Mobius Business Process – Register a Person

Number: ETS-MEMO-2014-003

Date Issued: February 21, 2014

Issuer: David Schneider

Executive Director

Employment and Financial Program Policy

Distribution: Human Services Employment and Financial Supports Division

Human Services Common Service Access Division:

Common Service Delivery

Tuition-based Public and Private Training Providers

MESSAGE:

The <u>Register a Person</u> business process has been revised to reflect potential sources of information for registering or updating an individual's record in Mobius.