# Pre-Employment Transition Services Referral

This is a referral for:

[ ]  Potentially Eligible Student [ ]  Student Eligible for VR

Placement Professional/Organization:

Student (legal first name, middle initial, last name):       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s preferred name and pronouns:       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Referral Date:

Address:

Telephone:       DOB:

Email:

School/Grade:

School Contact/Telephone/Email:

Student has:

[ ]  IEP [ ]  504 plan [ ]  Other disability documentation

Race:

[ ]  White (Caucasian)

[ ]  Black or African American

[ ]  American Indian or Alaskan Native

[ ]  Asian

[ ]  Native Hawaiian or Pacific Islander

Ethnicity:

[ ]  Yes, student is Hispanic or Latino [ ]  No, student is not Hispanic or Latino

Communication preference:

[ ]  Text [ ]  Phone Call [ ]  Email [ ]  Videophone [ ]  Other:

Student has access to (check all that apply):

[ ]  Computer [ ]  Laptop [ ]  Tablet/iPad [ ]  Internet Service [ ]  Other:

Parent or Authorized Representative/Telephone/Email (as applicable):

Does the student have guardianship/conservatorship? [ ]  Yes [ ]  No

Invite Parent/Authorized Representative to planning meetings? [ ]  Yes [ ]  No

Consult with Parent/Authorized Representative on scheduling appointments? [ ]  Yes [ ]  No

VRS Counselor or Pre-ETS Rep/Telephone/Email:

## Reason for Referral

[ ]  Pre-ETS Job Exploration Counseling Services

Expected Result(s) from Job Exploration Counseling Services:

[ ]  Pre-ETS Postsecondary Education Counseling Services

Expected Result(s) from Postsecondary Education Counseling Services:

[ ]  Pre-ETS Instruction in Self-Advocacy Services

Expected Result(s) from Instruction in Self-Advocacy Services:

[ ]  Pre-ETS Workplace Readiness Training

Expected Result(s) from Workplace Readiness Training:

Pre-ETS Work-Based Learning

[ ]  Introductory Work Activities

[ ]  Internship Services

[ ]  Internship Wages

[ ]  Work Experience Services for Short-Term Work Experience

[ ]  Work Experience Services for Intermediate Work Experience

[ ]  Work Experience Wages

Expected Result(s) from Work-Based Learning Services:

[ ]  Other:

## Complete this section for Work Experience Services only

Reminder: A Placement Plan must be completed for Intermediate Work Experiences

### Please check which items are completed

[ ]  Sample employment application

[ ]  Form I-9 documentation verified and reminded student to have their social security card, ID and bank account information for initial meeting with provider (Form I-9 documentation will not be attached)

[ ]  Interest inventory results

[ ]  Resume

[ ]  Copy of criminal background report/information

### Work Experience Considerations

Work experience goal(s)/jobs and employers of interest:

What the student hopes to gain from this work experience:

Work Hours/Week:       Wage Range:

Availability for Work:

Potential Scheduling Conflicts:

SSI:       SSDI:       Transportation:

Cultural or Religious Considerations:

Communication Considerations:

Geographic Availability:

Hobbies/Areas of Interest:

Accommodation/Support Needs: