

## Transition Planning Checklist

Age	Transition Activity
Age 12 (7 <sup>th</sup> Grade)	Student completes Age 12 Assessment (Career Level 1 Career Interview)
	Discuss options for OPWDD, Office of Mental Health, SSI or SSDI, Medicaid programs and other support systems
	Develop and implement strategies to increase responsibilities and independence at home and in the community.
8 <sup>th</sup> Grade	Explain diploma and credential options with student, yearly with school counselor. This is offered to parents during Freshman orientation and Open House.
	Notify parents that transition services will be incorporated in the IEP the year the student turns age 15.
	Discuss transition concerns at CSE/Annual Review/ PPT meeting
Age 14	Student can apply for working papers
	Discuss self-determination and self-advocacy
Age 15 (9 <sup>th</sup> Grade)	Include transition goals, planning, and post-secondary goals on the IEP.
	Apply for ACCES-VR services.
	Complete career assessments and interest inventories and develop their career plan using Career Zone in Career Exploration.
	The student continues to develop their career plan and formulate post-secondary goals.
	Document on-going progress towards obtaining the CDOS or Skills commencement level learning standards and gather evidence through student work and accomplishments.
	Document Work Based Learning experience in school and community.

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	Students are asked to complete 20 hours of community service a year.
	Parent and students are encouraged to explore community leisure and recreational activities.
	Consider need for residential opportunities and family supports an ongoing conversation between family and social worker.
	The student attends CSE to participate in transition planning whenever possible.
Ages 16-18	Update transition plan within the IEP planning process.
	Update Career Plan yearly.
	Discuss graduation/ commencement options
	Assure copies of work related documents are available such as working papers, social security card, birth certificate, and State ID.
	Ensure all students have applied for ACCES-VR by 11 <sup>th</sup> grade.
	Continue to discuss self-determination and self-advocacy
	Discuss the process and need for a driver's permit and license or travel training or other transportation alternatives.
	Complete college planning and application process. Consider if ACTs or SATs are required by college. Family will register online for test and contact home district for test locations.
	<i>If considering Military service for post secondary goals</i>
	Obtain letters of reference from teachers/staff that have a good relationship and knowledge of student. Obtain reference from employers.
	Review CDOS/Skills credential requirements; Career Plan, Coursework, Work based learning, CDOS skill attainment; Career Plan and Employability Profile.
	<b>Families consider guardianship or age of majority issues as appropriate with Social Worker.</b>

## Transition Planning Checklist

Age 18	Continue all transition planning activities listed above.
	Register to vote.
	Re-apply for SSI, as appropriate.
	Review health insurance coverage. Including Medicaid if appropriate.
Last Year of High School	Complete Student Exit Summary- exiting CSE include updated IEP.
	Employability profile should be completed within 6 months of exit.
	Ensure all the paperwork needed for post-secondary education: IEP, Exit Summary, Resume, Career Plan, and Official Transcript. (Official Transcript is obtained from home district).
	Discuss at exiting CSE transition from IEP to 504 Plan, as appropriate.