

**Movin’ On in Montana Summer Camp Registration
Montana Center for Inclusive Education
Montana State University Billings
Request Form for Pre-Employment Transition Services**

Unless otherwise specified, use the student’s information.

Name:		Date of Birth:	
Mailing Address:			
Address	City	ST	Zip
Home Phone:		Cell Phone:	
(xxx) xxx-xxxx		(xxx) xxx-xxxx	
Social Security Number:		School ID Number:	
Student's Race:		Student's Ethnicity:	
Student's Disability Status:			
Primary Disability:			
School Name:		School Contact:	
Grade Level for	School Year:	Expected Graduation Date:	

Pre-Employment Transition Services Requested: (See page 3 for definitions; check all that apply):

<input type="checkbox"/> Counseling on Comprehensive Transition or Postsecondary Programs	<input type="checkbox"/> Work Based Learning
<input type="checkbox"/> Job Exploration Counseling	<input type="checkbox"/> Workplace Readiness Training
	<input type="checkbox"/> Instruction in Self Advocacy

Parent/Guardian(s)’ Cell Phone:	Name:
(xxx) xxx-xxxx	
Parent/Guardian(s)’ Cell Phone:	Name:
(xxx) xxx-xxxx	

By signing this form, I am requesting Pre-Employment Transition Services from the Montana Center for Inclusive Education Movin’ On in Montana Summer Camp. I understand that if I wish to apply for vocational rehabilitation services, I may do so at any time. In addition, for the specific purpose of participation in Pre-Employment Transition Services, I grant permission for the Montanan Center for Inclusive Education to exchange information with Vocational Rehabilitation and Blind Services (VRBS) and with my school. I understand that VRBS requests my Social Security Number for federal reporting purposes. All information will be kept in the strictest confidence and used solely for program purposes. Information that I have provided is to the best of my knowledge true, correct, and complete.

<hr/> Signature of Student	<hr/> Date
<hr/> Signature of Student’s Parent or Legal Guardian (if student is under 18 years of age)	<hr/> Date
<hr/> Signature of Student’s Parent or Legal Guardian (if student is under 18 years of age)	<hr/> Date

Request Form for Pre-Employment Transition Services Montana Vocational Rehabilitation and Blind Services

Student with a Disability Verification

Definition: A student with a disability is an individual with a disability in a secondary, postsecondary, or other recognized education program who is not younger than 14 and not older than 21. The student is eligible for, and receiving, special education or related services under Part B of the Individuals with Disabilities Education Act (20 U.S.C. 1411 et seq.); or is an individual with a disability, for purposes of section 504: or is an individual with a disability who is not receiving a 504 accommodation or services under an Individualized Education Program (IEP).

If this request form is being completed by school personnel, please verify the following:

By signing this form, I verify that this individual meets the definition of a student with a disability and there is available documentation supporting that the student is:

School Personnel Name:

/

Date:

If this request form is being completed by non-school personnel, one of the following supporting documents must be included with the submitted request form:

- Copy of Individualized Education Program (IEP) or 504 Accommodation
- School records/statement from school personnel
- Proof of receipt of SSI/SSDI benefits based on individual's own disability
- Medical or psychological documentation signed by a licensed professional

VRBS Office Use Only:

- ☐ Required verification has been reviewed and individual is confirmed to be a student with a disability
- ☐ The student has reviewed information about the available Pre-ETS and requested specific services.
- ☐ VRBS is in agreement that the requested Pre-Employment Transition Services are appropriate and necessary for the student to prepare for life after high school.

VRBS Staff Name:

(Printed)

/

(Signature)

Date:

This completed form and supporting documentation (if applicable) will be provided to the VRBS Office.

Movin' On in Montana: An Enhanced E-Mentoring Experience is funded in whole or in part under a contract with the Montana Department of Health and Human Services through a grant from the U.S. Department of Education and the Montana Center for Inclusive Education at Montana State University Billings. The statements herein do not necessarily reflect the opinion of the Montana Department of Public Health and Human Services.

Pre-Employment Transition Services

- 1. Job Exploration Counseling** – Job Exploration Counseling is meant to provide students with a variety of opportunities to gain information about careers, the skills needed for different jobs and to uncover personal career interests. If provided as pre-employment transition services, job exploration counseling may be provided in a group setting or on an individual basis, and may include information regarding in-demand industry sectors and occupations, as well as non-traditional employment, labor market composition, and vocational interest inventories to assist with the identification of career pathways of interest to the students.
- 2. Work Based Learning** – Work Based Learning (WBL) is an educational approach or instructional method that uses community workplaces to provide students with the knowledge and skills that will help them connect school experiences to real-life work activities and future career opportunities. WBL may include in-school or after-school opportunities, experiences outside the traditional school setting, and/or internships. When paid WBL experiences are provided, the wages are to be paid at no less than minimum wage.
- 3. Counseling on opportunities for enrollment in comprehensive transition or post-secondary education programs at institutions of higher education** – information and guidance on a variety of post-secondary education and training opportunities. These services may include information on course offerings, career options, types of academic and occupational training needed to succeed in the workplace, and postsecondary opportunities associated with a career field or pathways. It may also include advising students and family members on academic curricula, college application and admissions processes, completing the Free Application for Federal Student Aid (FAFSA), and resources that may be used to support individual student success in education and training, to include disability support services.
- 4. Workplace readiness training to develop social skills and independent living** – Workplace readiness traits describe a number of skills that employers expect from most employees. Workplace readiness skills are a set of skills and behaviors that are necessary for any job, such as how to interact with supervisors and co-workers and the importance of timeliness. These skills are sometimes called soft skills, employability skills, or job preparation skills. These skills help students learn and build an understanding of how we are perceived by others.
- 5. Self-advocacy skills** – includes an individual's ability to effectively communicate, convey, negotiate or assert his/her own interests and/or desires; develop self-determination; enable students to advocate for any support services, including auxiliary aids, services, and accommodations that may be necessary for training or employment.
 - Knowledge of self
 - Knowledge of rights and responsibilities
 - Communication skills
 - Leadership skills