

# TRANSITION TIMELINES



Student \_\_\_\_\_  
 School \_\_\_\_\_

**TRANSITION PLANNING TIMELINE  
 FOR STUDENTS WITH DISABILITIES**

<b>Recommended Student Age/Grade Level</b>	<b>Action</b>	<b>Agency/ Person(s) Responsible</b>	<b>Completion Date</b>
Elementary School	Guidance should be given to parents to look toward the future and desired outcomes. <ul style="list-style-type: none"> <li>• Ensure access to the general curriculum as well as the development of functional skills related to the unique needs of the child.</li> <li>• Encourage student attendance/participation at IEP meetings.</li> <li>• Develop self-determination skills as part of the curriculum.</li> <li>• Student and family begin to define the dream for the future.</li> </ul>	School	Annual IEP meetings and ongoing
Entry to Middle School	Share and discuss transition information with student and parent(s). <ul style="list-style-type: none"> <li>• Identify post-school goal.</li> <li>• Discuss diploma requirements and review student status.</li> <li>• Discuss requirements for getting into colleges or technical colleges.</li> <li>• Provide access to the general curriculum and the needed transition skills related to the student's unique needs resulting from the disability.</li> <li>• Instruction may occur in communication, self-care, mobility, independent living, and recreation as well as vocational activities.</li> </ul>	School	Annual IEP meeting

Middle School	<p>Begin transition portfolio with references, descriptions of acquired skills, work/experience history, and related assessment information:</p> <ul style="list-style-type: none"> <li>• Conduct needed age appropriate transition assessments</li> <li>• Academic strengths and abilities</li> <li>• Current curriculum assessments that may impact transition such as CRCT or writing assessments</li> <li>• Post-school interests/abilities</li> <li>• Community activities</li> <li>• Independent living skills and strengths</li> </ul>	School	On-going
Ages: 14-22	<ul style="list-style-type: none"> <li>• Determine appropriate agencies for referral.</li> <li>• Obtain signed releases for information sharing with other agencies.</li> </ul>	School, student, and parents	Prior to the senior year
Age: 15	<ul style="list-style-type: none"> <li>• Discuss whether the student will work during school and the potential impact</li> </ul>	School and parents	On-going
By age 16 or entry into the ninth grade	<p>Conduct initial transition planning meeting.</p> <ul style="list-style-type: none"> <li>• Identify classes/ courses of study, successful scheduling options, and needed transition services.</li> <li>• Provide access to the general curriculum and the needed transition skills related to the student's unique needs resulting from the disability.</li> <li>• Instruction may occur in communication, self-care, mobility, independent living, and recreation as well as vocational activities.</li> </ul>	School, student, and parents	Annual IEP meeting
Age: 16 and on-going	<p>Update transition portfolio with references, descriptions of acquired skills, work/experience history, and related assessment information:</p> <ul style="list-style-type: none"> <li>• Academic strengths and abilities</li> <li>• Current assessments for transition</li> <li>• Post-school interests/abilities</li> <li>• Community activities</li> <li>• Independent living skills and strengths</li> </ul>	School and student	Annual IEP meeting

Age: 16	Referral to other agencies as appropriate: <ul style="list-style-type: none"> <li>• Department of Labor, Division of Vocational Rehabilitation (DOL/VR), as appropriate.</li> <li>• Regional Boards for Mental Health, Developmental Disabilities and Addictive Diseases (MHDDAD).</li> <li>• Department of Technical and Adult Education College (Technical College) disability counselor.</li> <li>• College/University, Disability Services Provider.</li> <li>• Benefits planning assistance.</li> <li>• Other agencies as IEP team determines appropriate.</li> </ul>	School, parents, and student	After age 16, prior to graduation
By entry into high school (before ninth grade)	Annual transition meetings: <ul style="list-style-type: none"> <li>• Determine transition assessment needs (update annually).</li> <li>• Consider re-evaluation needs in terms of establishing eligibility for desired post-school services and supports.</li> <li>• Complete vocational evaluation/ career assessment as necessary.</li> <li>• Determine eligibility and prepare DOL/VR Work Plan (if appropriate).</li> <li>• Identify and update options for community/independent living (i.e. put name on planning lists).</li> </ul>	School, parents, student, other agencies	Annually
High School	Provide and make available a continuum of career development activities that may include: <ul style="list-style-type: none"> <li>• Apprenticeships</li> <li>• Career Technical Instruction</li> <li>• Career preparation/technology curriculum and coursework</li> <li>• Community-Based Vocation Instruction</li> <li>• Work study</li> <li>• Job shadowing</li> </ul>	School	On-going

High School	<p>Discuss the development and need for independent living skills. Activities may include:</p> <ul style="list-style-type: none"> <li>• Preparing meals/ cooking</li> <li>• Shopping for groceries</li> <li>• Sorting clothes; washing laundry</li> <li>• Managing money; creating a budget</li> <li>• Opening and maintaining a savings or checking account</li> <li>• Completing household chores</li> </ul>	Student, Parent, IEP team	
11 <sup>th</sup> grade year (Assessment year)	<p>Make successful completion of high school graduation tests a priority</p> <ul style="list-style-type: none"> <li>• Obtain supplemental material for assistance in passing the GHGT</li> <li>• Review successful practices and strategies</li> <li>• Attend any tutoring sessions or classes that the school offers in preparation for passing the GHGT</li> </ul>	Student, parents, IEP team, and general education teachers	
Age: 17	<p>Annual transition meeting:</p> <ul style="list-style-type: none"> <li>• Consider family issues that involve guardianship, trusts, wills, and related services.</li> <li>• Inform student and parents of educational rights that will transfer at the age of 18.</li> </ul>	School can refer parents to sources	Annually
Age: 18	<p>The IEP team may recommend:</p> <ul style="list-style-type: none"> <li>• A comprehensive vocational evaluation</li> <li>• Establishment of a definite graduation date</li> </ul> <p>Identify and update options for:</p> <ul style="list-style-type: none"> <li>• Employment/Vocational options</li> <li>• Community/independent living</li> <li>• Community integration and access</li> </ul>	Student, parents, IEP team, and other agencies	Annually, as appropriate
Age: 18	<ul style="list-style-type: none"> <li>• Males register for Draft/Selective Service <a href="http://www.sss.gov">www.sss.gov</a> (click on Register online)</li> <li>• Register to vote</li> </ul>	Parents and student	Once

<p><b>Transition Year</b> Last Year in High School</p> <p>Option A Employment Option</p>	<p>Employment (competitive or supported) upon graduation.</p> <ul style="list-style-type: none"> <li>• Job search and placement coordinated by appropriate agencies that influence school, DOL/VR, and/or other adult programs.</li> <li>• Job Coaching by school staff, rehabilitation services and/or adult programs.</li> <li>• Parent support in competitive job placement.</li> <li>• Develop appropriate plan. <ul style="list-style-type: none"> <li>• ISP (Individualized Service Plan)</li> <li>• ESP (Employment Support Plan) through Community Service Board or other appropriate agency</li> <li>• Other support needed</li> <li>• IPE (Individual Plan for Employment through DOL/VR)</li> <li>• IEP Transition Plan (through school district)</li> <li>• Update community living options</li> <li>• Recreational/leisure activities</li> </ul> </li> </ul>	<p>Student, parents, appropriate agencies, and services providers</p>	<p>Last year in high school</p>
<p><b>Transition Year</b> Last Year in High School</p> <p>Option B Post-secondary education option</p>	<p>Further Training/Educational Programs</p> <ul style="list-style-type: none"> <li>• Enrollment in post-secondary training programs- complete applications and meet requirements for entrance</li> <li>• Apprenticeship programs</li> <li>• Community or college programs</li> <li>• Vocational/technical schools</li> <li>• Transportation</li> <li>• Public services</li> <li>• Recreational/leisure activities</li> </ul> <p>Visit and review services in the community</p>	<p>Student, parents, college or university, businesses, and other post-secondary programs</p>	<p>Last year in high school</p>