

Maryland State Department of Education
Division of Rehabilitation Services
www.dors.maryland.gov

PRE-EMPLOYMENT TRANSITION SERVICES STUDENT INFORMATION FORM

Referral Information

Social Security Number: _____ Birth date: _____
Name (Last, First, Middle): _____
What do you prefer to be called? _____ Previous names (maiden name, etc.): _____
Who referred you to DORS? _____

Home Address (house number and street address, apt., etc.): _____
City: _____ State: _____ Zip Code: _____
County: _____
Mailing Address:(if different from home address) _____
City: _____ State: _____ Zip Code: _____
County: _____
Phone: _____ Home Cell Phone Fax TDD Videophone Work
Second Phone: _____ Home Cell Phone Fax TDD Videophone Work
Email Address: _____

Emergency or Other Contacts:

Name: _____ Relationship: _____
Phone/TDD: _____ Email: _____
Name: _____ Relationship: _____
Phone/TDD: _____ Email: _____

Gender: Male Female I do not wish to self-identify

Please identify your race/ethnicity (check all that apply):

American Indian or Alaskan Native Asian Black Native Hawaiian or Other Pacific Islander White

Are you Hispanic or Latino? Yes No

Do you need assistance with communicating in English? Yes No

Please explain: _____

Do you need assistance with reading English? Yes No

Please explain: _____

Education Information

If you are currently in high school:

What is your 10-digit Maryland State Student I.D.? _____

What grade are you in? _____ What school do you attend? _____

What year did you begin high school? _____ What year will you graduate or exit school? _____

Are you receiving education services and support under a 504 Accommodation Plan? Yes No

If not, are you receiving education services under an Individualized Education Plan (IEP)? Yes No

If you are not currently in high school, what is the highest level of education you completed?

- Certificate of Completion
- High School Diploma or GED
- Post-Secondary Education (no degree or certificate)
- Vocational/Technical Certificate
- AA Degree

What is your primary disability? _____

Other Comments: _____

REQUEST FOR PRE-EMPLOYMENT TRANSITION SERVICES AND NOTIFICATION OF RIGHTS

I am requesting pre-employment transition services, and understand that pre-employment transition services are not traditional vocational rehabilitation services. I understand that participating in pre-employment transition services does not qualify an individual for vocational rehabilitation services as the eligibility criteria is different and applicants for vocational rehabilitation services are subject to DORS Order of Selection and wait list restrictions. If I wish to apply for vocational rehabilitation services, I understand that I may do so in my next to last year of school. I understand that if I choose to apply for vocational rehabilitation services prior to receiving pre-employment transition services that I may be delayed in receiving pre-employment transition services.

I understand that pre-employment transition services are limited services that DORS can provide to a student with a disability, and that a student with a disability is an individual who:

1. Has a disability.
2. Is at least 14 years old and has not turned 22 years old.
3. Is currently attending or considered enrolled in an educational program (secondary education; non-traditional or alternative secondary education, including home schooling; post-secondary education programs approved by the Maryland Higher Education Commission; and other recognized educational programs limited to: those offered through the juvenile justice system, adult basic education programs i.e. GED or external diploma programs, and WTC career and technology training programs).
4. Has not graduated/completed/exited/ or withdrawn their educational program.

I understand that pre-employment services are limited to the following services, as appropriate and available in my local area:

1. Job exploration counseling.
2. Work-based learning experiences, which may include in-school or after school opportunities, or experience outside the traditional school setting (including internships), that is provided in an integrated environment in the community to the maximum extent possible.
3. Counseling on opportunities for enrollment in comprehensive transition or postsecondary educational programs at institutions of higher education.
4. Workplace readiness training to develop social skills and independent living.
5. Instruction in self-advocacy (including instruction in person-centered planning), which may include peer mentoring (including peer mentoring from individuals with disabilities working in competitive integrated employment).

Information that I have provided is to the best of my knowledge true, correct and complete. I understand that giving DORS untrue and/or fraudulent information may result in services not being provided or continued. I have been given a copy of the Client Assistance Program brochure and a Professional Disclosure Statement from my assigned counselor.

Before signing, please discuss with your DORS counselor any information you do not understand.

Student Signature/Date: _____

Signature of Parent or Representative: _____

(if applicant is in high school, under age 18 or has a legal guardian)

INFORMATION GATHERING

- Refusal to provide requested documentation of disability will prevent you from receiving pre-employment transition services.
- You have a right to review, amend or correct the requested information under Maryland Annotated Code, State Government Article, Section 10-611-10-629.
- The requested information is not available for public inspection, unless you give written permission.
- The requested information is routinely shared with other governmental agencies when information is needed for you to obtain benefits or services; for audit, evaluation or research purposes connected with the administration of the rehabilitation program as long as confidentiality is safeguarded; and to obtain payment for services which have been provided when covered by third party resources.
- DORS requests the Social Security Number of applicants for services and uses it only for federal reporting purposes and, as applicable: (1) confirmation of Social Security benefits, and (2) financial transactions.