**Initial Student Referral Process**

**To refer a student to our program please complete this form and submit a** [**release of information**](https://aix-xweb1p.state.or.us/es_xweb/FORMS/index.cfm?fuseaction=FORMS.noBindGrid)**.**  Once received, our team will forward to a local Vocational Rehabilitation Counselor and we will be in contact with the student and family regarding getting started with Pre-Employment Transition Services (Pre-ETS)

The Oregon Commission for the Blind (OCB) may provide Pre-Employment Transition Services to students experiencing visual disabilities, starting as early as 14 years, to successfully transition from high school to the workforce and/or post-secondary training. We work closely with all members of the IEP team and other agencies (Vision, Orientation & Mobility, Case Manager/Special Education, Oregon Vocational Rehabilitation and County Developmental Disability Program services) to ensure a smooth transition into the world of work. Please visit our [website](https://www.oregon.gov/blind/Pages/index.aspx) for details on services.

**Please return completed form & a release of information to:**

Transition@ocb.oregon.govocb.oregon.gov or Fax to (503) 234-7468

**Student Referral** Date: \_\_\_\_\_\_\_\_\_\_

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DOB: \_\_\_\_\_\_Social Security Number: \_\_\_\_\_\_\_\_\_\_\_\_\_

Race/Ethnicity: \_\_\_\_\_\_\_\_\_\_\_\_ Phone Number(s):\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IEP Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ (If known) Student has a visual disability? [ ]  Yes or [ ]  No

Teacher Making Referral & Contact Info: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Case Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please check what types of Pre-Employment Transition Services interest you:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Job Exploration**[ ]  Career interest testing[ ]  Job Shadowing[ ]  Informational Interviewing[ ] Virtual Job Clubs: resume building and career pathways | **Workplace** **Readiness Training**[ ] Soft skills training (communication, email, scheduling, time management)[ ] Working & Living with a disability Work Skills Training (Any Blind Skills including travel)[ ] Independent Living Skills (Budgeting, Daily Living) | **Post-Secondary Education** [ ] OpportunitiesCollege & Vocational Training preparationCampus Visits[ ] Referrals to campus tutoring and disability services[ ] Scholarship Workshops | **Work-Based Experiences**[ ] Paid Work Experiences[ ] Local volunteer positions[ ] Job Tours[ ] Internship | **Self-Advocacy**[ ] Adjust to Vision Loss[ ] Peer Mentoring[ ] Self-Advocacy[ ] Instruction in assistive technology & accommodations in the workplace |