

# Writing Compliant Postsecondary Transition Plans Practice Worksheet

## (Highlight=compliance)

NAME:

To complete this worksheet, you must either (1) have access to a student file, or (2) write a description of how you would support teachers in using this form to analyze their student files.

Postsecondary Transition Assessment						
<b>Assessment results in postsecondary transition plan?</b>						Yes/no
If yes, do they capture these items?	Conducted prior to IEP date?	Summarized in PLAAFP?	Student strengths?	Student interests?	Student preferences?	Student's postsecondary transition needs?
Write yes or no:						
If no	Identify what you need to do to correct? What do you need to know about the student in terms of postsecondary transition needs to assist you in choosing the appropriate postsecondary transition assessment(s).					
Updated annually?	yes/no					
Postsecondary Goal						
Can the goals be measured? Will the goals occur <i>after</i> the student graduates from school? Based on the information available about the student, are the postsecondary goals appropriate for this student?						
1. Employment: Compliant as written?	yes/no	If no, what is needed to write a compliant PSG?				
2. Education: Compliant as written?	yes/no	If no, what is needed to write a compliant PSG?				
3. Independent Living (as appropriate): Compliant as written?	yes/no	If no, what is needed to write a compliant PSG?				
Updated annually?	yes/no					
Postsecondary Transition Services						
Are there postsecondary transition services (at least one area) identified in the IEP that will help the student make progress toward the stated postsecondary goals? Are they aligned with the Postsecondary goals?						
<b>Are appropriate postsecondary transition services identified in the current plan for:</b>						
Education/ Training?	yes/no	Employment?	yes/no	Independent Living?	yes/no	Not needed
Courses of Study						
Do the postsecondary transition services include courses of study that align with the student's postsecondary goals?						
<b>Are courses of study identified that:</b>						
Fulfill diploma requirements?	yes/no	Include elective and CTE courses related to student's PSGs?		yes/no		
Annual IEP Goal						
Is/are there annual goal(s) in the IEP that is/are related to the student's postsecondary transition services needs?						
Is there at least one IEP goal that is a SMART goal and directly supports the student's PSG(s)?	yes/no					

If no, what is needed to write annual IEP goals that are SMART and directly supports the student's PSGs?						
<b>Student invite to IEP meeting</b>						
Is notice of meeting dated prior to the IEP?	yes/no	Is notice of meeting attached to the current IEP?	yes/no			
<b>Agency Representative Invite</b>						
For the current year, is there evidence in the IEP that representatives of any agencies/services were invited to participate in the IEP?						
Is the other agency providing postsecondary transition services box checked "yes" or "no"?	yes/no	If "yes" is checked, is there a signed parent/guardian consent form?	Yes/no	If "yes", is form signed prior to IEP? yes/no		
<b>Transfer of Rights (Age of Majority)</b>						
(not part of Indicator 13)						
Transfer of Rights form in IEP?			yes/no			
<b>If yes</b>	With current IEP?	yes/no/not yet	Signed by parent, student and LEA rep?	yes/no	Signed prior to student's 17 <sup>th</sup> birthday?	yes/no
<b>If no</b>	Is the student 17?	yes/no (If "no", stop here. Be sure to have document in place by age 17.)	If "yes", was transfer of rights completed in a prior IEP?	yes/no	"yes"= Move document from previous IEP to current IEP	"no"= file out of compliance

\*Any items out of compliance should be corrected via amendment or reconvening the IEP team.