

Adult Career & Continuing Education Services- Vocational Rehabilitation (ACCES-VR)

Guidance Document for Secondary Education Institutions*

Purpose: The purpose of this guidance document is to provide Secondary Education staff with a resource for providing **most recent existing documentation** to vocational rehabilitation (VR) staff to assist in the VR eligibility determination and vocational planning for students with disabilities. Schools must have written permission from the parent, or consent of a student 18 years of age or older, to release any information from a student's education record.

Some examples of existing documentation include, yet not limited to:

<p>Individualized Education Program (IEP)</p> <p>Current IEP (or for declassified students, the student's last IEP)</p>	<p>Medical Information</p> <ul style="list-style-type: none"> • School Physical • Individualized Health Care Plan
<p>Section 504 Documentation</p> <p>Current Section 504 Plan (for students previously identified under Section 504, the student's last Section 504 plan)</p>	<p>Academic Records</p> <ul style="list-style-type: none"> • Transcripts/Report Cards/Schedules • Career and Technical Education (CTE) Coursework • Career Plan • Student Exit Summary • Employability Profile
<p>Assessments</p> <ul style="list-style-type: none"> • Psychological Evaluation • Other Assessments (e.g., Transition Assessments, Related Services Assessments, etc.) 	<p>Academic Diplomas/Credentials/Awards</p> <ul style="list-style-type: none"> • Diploma- (Local, Regents or Regents with advanced designation) • Diploma Endorsements and Seals (CTE, Honors, Mastery in Math or Science, Seal of Biliteracy, Seal of Civic Readiness) • Career Development and Occupational Studies Commencement Credential • Skills & Achievement Commencement Credential

***The Office of Special Education and Rehabilitative Services requires ACCES-VR to utilize *existing documentation* for eligibility determination. VR Counselors also use *existing documentation* for vocational planning.**