

Transition Partnership Program (TPP) Referral Criteria E

When referring students to TPP speak with their case managers, other special ed. teachers, regular ed. teachers, other students, administration, etc. in order to get the most accurate assessment of their appropriateness for the TPP program.

When referring students to TPP consider the following:

- **Employment:** Does the student have some positive work experience (workability, volunteer hours?) Does the student show strong desire for part-time employment during last year of high school or immediately after high school?
- **Support Needs:** Does the student demonstrate a need for assistance to obtain/maintain competitive employment (pre-employment skill building, social skill building, job coaching, transportation, etc.)
- **Drugs/Legal Issues:** Is the student not currently using drugs? Does the student have a clean criminal background?
- **Interest in DOR:** Does the student express interest in receiving DOR services to find competitive employment?
- **Age/Grade requirement:** Is the student in their Junior or Senior Year? If under 18, does the student have parent approval/support to be referred to DOR?

TPP Referral Criteria Rating Scale

	Unacceptable			Need Improvement			Standard			Outstanding		
	1	2	3	4	5	6	7	8	9	10	11	12
Task Follow Through/ Reliability												
Attendance/ Punctuality												
Behavior												
Hygiene												
Appearance												
WorkAbility/Community Experience												
Self-Motivation												
Communication Skills												
Transportation												

- **Task Follow Through/ Reliability:** Does the student respond to you in a timely manner? How long did it take for the student to return paperwork/emails? Does the student remember to do tasks you have asked him/her to do? Does the student do what they say they will do?
- **Attendance/ Punctuality:** Does the student have any tardies? How often do they occur? Does the student show up on time for your meetings? How many absences does the student have in total for the school year? How many absences on average per month? Per week?
- **Behavior:** Does the student have suspensions for this school year? How many? For what reason? Does the student have a reputation for getting along with people or for not getting along with others? Do teachers report the student exhibits disruptive behavior in the classroom?
- **Hygiene:** How well does the student take care of their hygiene including nails, hair, bathing habits, dental practices, clothing etc.? Do you or others notice odor when you interact with the student?
- **Appearance:** Does the student dress appropriately for school? Follow dress code? Does the student show up with clean, ironed clothes?
- **WorkAbility Experience/ Community Work:** Did the student show up to work/volunteer site on time? Did the student get a positive evaluation from the employer? Did they demonstrate a positive work ethic?
- **Self-motivation:** Does the student complete tasks without reminders? Does the student take initiative to seek additional work once task is completed?

