

# **Transition Planning Timeline**

## **Freshman/Sophomore Year**

### **School Support:**

- Students will begin career exploration by researching a variety of career fields and specific occupations. Students will self-reflect on their level of independence and personal interests in their Career Education and Consumer Skills classes and discuss resources available in the community and ways that students can become more responsible and independent both at school and in their personal life. A Transitional Guidance Counselor is available for consultation with students and families as needed.

### **Family Support:**

- Begin to research post-high school programs that may be of interest to your student. Encourage your student to complete independent living tasks such as making phone calls to their doctor, creating and executing a food shopping list, completing complex chores, and successfully managing their own calendar. Independently completing these tasks will help your child to gradually develop greater levels of independence and professionalism and will provide concrete application to concepts that are discussed in the classroom.

## **Junior Year:**

### **Fall-Winter:**

### **School Support:**

- Within Career Education class, students will continue to research and explore a variety of career fields and occupations that are more specific to their personal interests and career goals. Students will also research various types of working environments as well as the education and training required for those fields. Additionally, students will begin to meet one to one with the Transitional Guidance Counselor to discuss personal educational and career goals, discuss a variety of academically appropriate programs, and assist students in determining what program may be an overall good match.

### **Family Support:**

- Students and families are encouraged to research programs or colleges that are a good match for their student. There are many different types of colleges and programs that offer varying levels of support, learn which type of post-high school placement may be best for your student's needs. Families are encouraged to attend information sessions, take tours of programs, and attend Learning Prep's Post High School Planning Fair. Additional information on Transitional Planning and programs is on the LPS website.

## Winter-Spring:

### **School Support:**

- Within Career Education class, students will create a resume and a cover letter to use when they begin to apply to part-time jobs, colleges, or post-high school programs. Students will also practice professional interactions and basic interviewing skills. Additionally, the Transition Guidance Counselor is available to connect with students and families to provide support with identifying attainable and appropriate post-high school placements and to walk families through the application process.

### **Family Support:**

- Students **who have met all graduation requirements and are planning on graduating with a high school diploma** are encouraged to develop a list of five to seven schools or programs that they feel may be a good match for them. This is a great time to go on a tour of the school/program or attend an open house event.
- Students **who have NOT met graduation requirements or are NOT planning on graduating with a high school diploma** should discuss with the out of district liaison from their community and the IEP Team what options are available within the community in addition to looking at post- high school programs that the student may consider upon graduating.
- If your student is planning on taking the SAT/ACT exams, contact Erin Brown to discuss options. **SATs/ACTs are NOT required for students with IEPs who are applying to the Massachusetts state college and university systems, community colleges, many private colleges, transition programs or trade schools. Please check the application requirements for your preferred programs prior to registering for an exam.**

## **Senior Year:**

### Fall-Winter:

### **School Support:**

- Students will continue to work in their Career Education and Consumer Skills classes to expand and develop their job seeking skills and educational goals. Students and parents/guardians will continue to work with the Transitional Guidance Counselor to research appropriate programs and complete application packets.
- LPS staff will fill out recommendations as requested and work with your student to develop a solid writing sample. The Transitional Guidance Counselor will provide post high school programs with all requested supplementary materials (i.e. official H.S. transcripts, IEP) after parents/guardians or students fill out a Records Release Form (found on the LPS website).

**Family Support:**

- Fill out applications either through Common Application (preferable), the program's website, or a paper copy.
- In many cases, schools require that psycho-educational testing is no more than three years old.
- Fill out a Records Release Form and ask teachers or job coaches for recommendations.
- If the application asks for a writing sample, attach your edited essay to your application.
- Schedule an interview and a tour with an admissions representative.
- Mail your application, payment, and any other required documentation or submit electronically through Common Application or the program's website.
- Contact Erin Brown once you have submitted your applications to ensure that all parties have submitted all required and supplementary materials.
- Fill out FAFSA forms, if applicable (starting October 1<sup>st</sup>). Check your local high school's website for more information as many towns host a FAFSA information night.
- Check your local high school's website for information about community based scholarships that your student may be eligible for. Information on national scholarships is typically available beginning in February and will be posted in the Work Study homeroom and outside Career Education and Consumer Skills classrooms.

**Winter-Spring:**

**School Support:**

- Students will continue to focus on career, education, and community involvement within their Career Education and Consumer Skills classes.
- Students will continue to gain valuable work experience through their work study job placements.
- The Transitional Guidance Counselor will continue to supply supplementary information and final grades/transcripts for student applications and assist students in applying to academic programs and/or part-time or full-time employment.

**Family Support:**

- Families and students will continue to research and apply to post high school programs with the assistance of the Transitional Guidance Counselor and their out of district liaison (when applicable).
- Students should continue to apply for a variety of scholarships for which they are eligible.

If you have any questions or require assistance with transitional planning, please contact:

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