



EXCEPTIONAL STUDENT EDUCATION (ESE) STUDENT REFERRAL FOR CONTRACTED AGENCY PROGRAMS

The sending agency contact person will forward the completed referral packet to the district office **at least one month in advance** for review and consideration. See page 2 of 2 for student referral criteria.

Student Name: _____	ID#: _____	Grade: _____
Current School: _____	School Phone: _____	Ext: _____
Contact Person/Title: _____		
Person Making Referral: _____	Phone: _____	Ext: _____
Parent/Guardian Name: _____	Phone: _____	
Has possible placement in a contracted agency been discussed with parent/guardian? If so, please explain _____		

Recommended ESE Contract Agency:
Referral Statement: (Please describe why the student would be successful in this program)
Additional Information:

- Completed ESE Outreach Referral Form
- Current IEP and Behavior Intervention Plan (BIP), if applicable
- Copy of most current psychological report and Reevaluation Team (RT) Meeting form
- A completed signed Mutual Exchange of Information Form (FM-2128) with "M-DCPS Contracted Agencies" indicated under the "Name" column
- Notice of Intent and Parental/Guardian Consent to Conduct a Screening Assessment signed by the parent with the "other(s)" box checked and "informal observation by contracted agencies" written on the line next to this box.
- Modified Annual Self-Determination Checklist completed by the student within one month of the referral
- Credit Analysis completed by Guidance Counselor
- Copies of documents related to Truancy CST completed for student with five (5) or more unexcused absences or 15 consecutive unexcused absences within a 90-day period
- Copy of most current ISIS PF17 - ESE Services screen
- Print out of Student Case Management screen(s)
- Copy of the confirmation page for the student's Medicaid Waiver, if applicable

<p>Please send this referral form along with the required documents listed above to:</p> <p style="margin: 0;">Exceptional Student Education</p> <p style="margin: 0;">Attention: Executive Director for Contracted Agency Programs</p> <p style="margin: 0;">Mail Code: Ruth Owens Kruse Educational Center - WL 8181, Room 82</p>

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When a student reaches 18 years of age, agency placement should be considered. Miami-Dade County Public Schools contracted agencies provide instruction, vocational training, and career experiences to students with disabilities.

Students **MUST** meet the following criteria:

✓	STUDENT CRITERIA
	Be between the ages of 18-22
	Have a cognitive disability
	Working towards a Special Diploma
	Works independently without extensive supervision
	Follows simple directions with minimal assistance
	Exhibits self-control
	Displays a level of maturity conducive to the work environment

Other criteria which would be helpful in determining the provision of a free, public appropriate education in the least restrictive environment are:

STUDENT INTERESTS	YES	NO
Enjoys sewing		
Enjoys packaging		
Enjoys sorting		
Enjoys labeling		
Enjoys art based activities		
Enjoys repetitive work		

Additional Comments: _____

<p>FOR OFFICE USE ONLY;</p> <p>Date Referral Received: _____</p> <p>Date Cumulative Record Received: _____</p>
