



# Partners in Transition

## Request for Services

Name of Person Requesting Service \_\_\_\_\_ Date \_\_\_\_\_

Contact Number \_\_\_\_\_

District \_\_\_\_\_

Request is for:  Class or Group  
 Individual student  
 Teacher  
 Parent

Number of Students: \_\_\_\_\_

Student Name: \_\_\_\_\_

Teacher Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Specific Date(s) Requested: \_\_\_\_\_

Day(s) of the week preferred: \_\_\_\_\_

Time preferred: \_\_\_\_\_

Details of Requested Service: (Checklist on back of form)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Person Requesting Service \_\_\_\_\_

\*Please turn this form in to the Transition Services Provider in your district, Dave Slater (NAC, NCCS), Jamie Garrant (Beekmantown, Chazy), or Polly Tavernia (CVES). They will assist with scheduling and securing funding.

Date Completed: \_\_\_\_\_

**Office Use Only**

Outcome:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost: \_\_\_\_\_

PO Number: \_\_\_\_\_

**Please check the following service you are interested in:**

**Employment Opportunities:**

- Job Shadowing  
Job/business of interest \_\_\_\_\_
- Business Mentor  
Field of interest \_\_\_\_\_
- Tour of business  
Business name or type \_\_\_\_\_
- Presentation by Business  
Business name or type \_\_\_\_\_
- School work opportunity
- Assistance with soft skills training (work readiness)
- Assistance finding after school employment
- Assistance finding summer employment
- Travel training

**Independent Living/Community Agency Opportunities:**

- Community Service Opportunity
- Presentation by Community Agency \_\_\_\_\_  
(ie: Stop Domestic Violence, Planned Parenthood, Champlain Valley Family Services, North Country Center for Independence, NYSP, etc...)
- VESID Orientation
- Trip to OneWorkSource for resume development, job search lesson, etc...
- Assistance connecting with a community agency
- Assistance with independent living skills training

**Education/College Opportunities:**

- Tour of College  
College Name \_\_\_\_\_
- Assistance with Financial Aid Applications
- Assistance connecting with accommodative services office at college
- Portfolio Development
- Vocational assessment
- Assistance with IEP Development
  
- Other Transition Related Activity \_\_\_\_\_  
Cost(if known) \_\_\_\_\_