



Northwest Education Services Career Education *Work-Based Learning Paperwork Checklist*

(Please check as completed)

**TO BE
COMPLETED
BY TEACHER**

REQUIRED DOCUMENTS (PROVIDED IN PACKET):

- Student Face Sheet
- Training Agreement(s) - signatures required
- Training Plan
- Release of Information - signatures required
- Current Student Emergency form (check for accuracy/legibility/updates)

REQUIRED DOCUMENTS, FROM RESIDENT DISTRICT:

- Current IEP, (COMPLETE with goals pages, reports and evaluations)

REQUESTED DOCUMENTS, FROM RESIDENT DISTRICT:

(Provide as available)

- Transition Plan
- EDP
- Accommodations Requests Page (if applicable)
- Transition or Functional Assessment(s)
- Most Recent Student Report Card

Northwest Education Services Career Education

Work Based Learning Student Face Sheet

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STUDENT/LEARNER INFORMATION

Last Name: _____ First Name: _____ Birthdate: _____

Home Address: _____

Student Lives with (check one):

Parent/Guardian Foster Care Independently Other (please specify) _____

Student is (check one):

Their own Guardian OR

Another person has Full Guardianship (name/relationship: _____)

Another person is a Partial Guardian, overseeing (*please specify*): Education Medical Financial

Home Telephone #: _____

Alternate #(s) (Parent/Guardian cell/work): _____

Parent/Guardian/Residential Provider NAME(s) & email:

SCHOOL INFORMATION

Resident School Name & Address:

Teacher Name, Phone Number(s) & email:

Other Services/Evaluations/Special Education Supports –

(Please specify name of individual provider, if known)

Occupational Therapy _____

Physical Therapy _____

Speech Therapy _____

Hearing Impaired Svcs. _____

Visually Impaired Svcs. _____

Orientation/Mobility Svcs. _____

Autism Consultant _____

Social Work Svcs. _____

School Psych Svcs. _____