



WYOMING DEPARTMENT OF WORKFORCE SERVICES
Division of Vocational Rehabilitation
Agency Policy

Pre-Employment Transition Services (Pre-ETS)

Section/Policy Number:	Field
Authority:	Section 116 of the Workforce Innovation and Opportunity Act; 34 C.F.R. § 361.47; § 361.48(a)
Approved by:	Nicky Harper, Administrator _____ (initial)
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Policy

State educational, local educational, and vocational rehabilitation (VR) agencies each have mandates to assist students with disabilities in preparing for, obtaining, and maintaining competitive integrated employment. The Rehabilitation Act of 1973 (Rehabilitation Act), as amended by Title IV of the Workforce Innovation and Opportunity Act (WIOA), expanded the population of students with disabilities VR may serve and also requires that VR agencies provide, or arrange for the provision of, pre-employment transition services. Under the Individuals with Disabilities Education Act (IDEA), schools are required to begin transition planning for students with disabilities no later than age 16 (many States start transition planning at 14 years old), or earlier, if the Individualized Education Program (IEP) team determines it is appropriate. Students who fall within this age range for services are not required to be found eligible for the VR program; rather, they can receive Pre-Employment Transition Services (Pre-ETS) under either a potentially-eligible or VR eligible status, with these services identified on their Individualized Plan for Employment (IPE). Given that VR and educational agencies are federally mandated to provide transition services, there is benefit for agencies, students and their families to collaborate and coordinate services. VR is also required to collaborate with state and local education agencies for the provision of Pre-ETS throughout the state to all students with disabilities who may need them.

Pre-ETS are services that help students identify career interests, explore career options, and provide them with opportunities to learn the skills that will prepare them for the transition to employment and/or post-secondary education. Pre-ETS are considered separate from other VR program services. The five required services include:

- Instruction in Self-Advocacy (ISA)
- Workplace Readiness Training (WRT)
- Job Exploration Counseling (JEC)

- Counseling on Opportunities for Enrollment in Comprehensive Transition or Post-Secondary Educational Programs at institutions of higher education (COEO)
- Work-Based Learning Experiences (WBLE)

Overview / Key Definitions

A student with a disability is an individual with a disability who:

- Is in a secondary, postsecondary, or other recognized educational program; and meets certain age requirements (not younger than the earliest age for the provision of transition services under IDEA, unless the state elects to use a lower minimum age for Pre-ETS, and;
- Is not older than 21 years of age, unless State law provides for higher maximum age for receipt of services under IDEA, and the student is not older than that maximum age). For Wyoming the age range reported on RSA 911 is students between the ages of 14 through 21 years old, and;
- Is eligible for and receiving special education or related services under IDEA; or is an individual with a disability for purposes of section 504 of the Rehabilitation Act of 1973, as amended.

A youth with a disability is an individual with a disability who:

- Is not younger than 14 years of age and who is not older than 24 years of age. Youth age 22-24 are not students with disabilities. In addition, out-of-school youth between the ages of 14 through age 21 are not students with disabilities.

Pre-Employment Transition Services (Pre-ETS) are:

- Helping students with disabilities identify career interests, explore career options, and provide them with opportunities to learn the skills that will prepare them for the transition to employment and/or post-secondary education.
- Services are provided to students with disabilities who are in need of such services and are either eligible for VR services or potentially eligible for VR services (students with disabilities who have not applied for or been determined eligible for VR services), and based on the needs of the individual.
- Representing the earliest set of services available for students with disabilities who are eligible or potentially eligible for VR services.
- Are short-term in nature; and
- Are designed to help students identify career interests, which may be further explored through additional VR services, such as transition services and other individualized VR services.
- Are provided to all who meet the definition of a student with a disability who may need such services.

For additional key Pre-ETS definitions, see Wyoming DVR Policy and Procedure manual's definitions section for key definitions [Addendum A](#).