

## Process for Referring Students to WorkAbility

The [WorkAbility 1 is a program](#) for students with disabilities ages 16-22 to have an opportunity to obtain marketable job skills while completing their education. It is a 7 week program, 1 week training, 6 weeks paid. WorkAbility 1 also offers students:

- Comprehensive pre-employment skills training
- Employment placement and follow-up for high school and adult transition students (when applicable)
- Independent living and postsecondary education and/or training
- The opportunity for students to obtain marketable job skills

Enroll into Google Classroom

Before students are able to participate in Workability, teachers/case managers will need to do the following prior to their junior year of high school. With the exception of the application forms, these items could be completed during the freshman and sophomore years and kept in a student transition folder.

- [Functional Skills Transition Assessment](#)
- [Job Readiness Skills Inventory](#)
- [Job Readiness Skills Reference Sheet \(part 2\)](#)
- [Work Experience Readiness](#)
- [Student Application](#)
- HR application (see hard copy)

If you have an IEP and meet the guidelines you are eligible. Please complete the following:

- [WorkAbility1 application](#)
- Emergency information
- Employee's withholding allowance (W-4)
- [Copy of your signed Social Security card](#)
- Employment Eligibility Verification Form (I-9)
- Statement of intent to Employ Minor and Request for work permit

Also taken into consideration:

- Grade point Average of 2.0 or better
- Good attendance
- Teacher evaluations /recommendations