

When to Use Electronic Platforms & Files

Student Grade Level	
Grade 9	PRE-VR system: Pre-ETS Monthly Reports
Grade 10	PRE-VR system: Pre-ETS Monthly Reports
Grade 11 – 14, ONLY IF student needs and is approved for Pre-ETS	PRE-VR system: Pre-ETS Monthly Reports
Grade 11	Transition Services Excel file: Positive Personal Profile (optional), Family Engagement Interview (optional), CVA Student Activity Reports, Comprehensive Vocational Assessment, Job Development/Job Coaching Planning Meeting Report Job Development Report Excel file: Students seeking employment Job Coaching Report Excel file: Employed students
Grade 12 or year of HS exit (Grade 14)	Job Development Report Excel file: Students seeking employment Job Coaching Report Excel file: Employed students Transition Services Excel file: Supported Employment Meeting Report, Exit Planning Meeting Report, Job Placement Report
After high school exit with competitive integrated employment	Transition Services Excel File: Employment Follow-up Report