

As the students prepare to leave the facility and transition into the community, a transition portfolio should be sent with the student. The portfolio should include the following.

TRANSITION PORTFOLIO ITEMS

- * Transition Folder Information sheet
- * Student ID
- * All their certificates (earned while in your custody--Food Handler's Permit, OSHA, Alive at 25, CPR, First Aid etc.)
- * Transition Sheet (Includes all their login and passwords for accounts you've set up--FAFSA, Applications, WIOA etc.)
- * Transcript
- * High School Contact's or College/Trade School Information- including FAFSA printout
- * Resume
- * Master Application
- * Cover Letter/Introduction Letter
- * Any information that has been shared with the youth while at the facility (career exploration, college course options, etc)