



Educational Services Unit

Burlington County Special Services School District
 20 Pioneer Blvd.
 Westampton, NJ 08060
 www.edservicesunit.com
 (609) 702-0500

Dr. Ashanti Holley
 Superintendent of Schools
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Mr. Andrew Willmott
 Business Administrator
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Dr. Bobbie Downs
 Assistant Superintendent
 bdowns@burlcoschools.org

TRANSITION SERVICES

Service Requested (check all that apply) _____ Job Coaching ONLY (no WBI- Mentor Required) _____ Job Coaching and WBI Mentor (includes observations, job placement, paperwork completion) _____ Transition Planning/ WBI Mentor ONLY (includes observations, job placement, paperwork completion) _____ Job Placement Assistance ONLY	Service Start Date: Service End Date: NOTES:
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Student Name:	Case Manager:
DOB:	Phone #:
NJ SID #:	
District:	
School Name:	School Phone #:
Dates/Times of Student Program:	
Parent/Guardian:	Date Parent Permission Obtained:
Address:	
Home #:	Cell #:
Work #:	

Additional Information:

IEP/Transition Plan (Must be received prior to start of services)

- IEP/Transition Plan Attached
 Evaluation Plan Attached
 Will Be Sent

CST Director/Principal Signature: _____ **Date:** _____

Email completed form to esurelatedservices@burlcoschools.org

EDUCATIONAL SERVICES UNIT ONLY

Date Received: _____ **By Whom:** _____ **Date Reviewed:** _____ **Accept** _____ **Decline** _____ **Wait List Notes:** _____
Notified District: ___ / ___ / ___ **By letter** ___ **Email** ___ **Phone** ___ **Who:** _____
Job Coach Assigned: _____ **Days:** _____ **Hours:** _____
IEP Date Received: _____ **Date:** _____ **Scanned:** _____ **Filed:** _____