

YOUTH NAME:

ADDRESS:

Dear _____:

Enclosed is documentation that you have completed the final required service under Section 511 of the Rehabilitation Act, as amended by the Workforce Innovation & Opportunity Act (WIOA), for a youth who wishes to enter subminimum wage employment. You have now completed all required services. If you no longer have any of the documentation listed below, you can request it from your OVR counselor or high school transition staff.

Below is an itemization of the documents that have been sent to you:

1. Documentation of Transition Services under IDEA and/or Pre-Employment Transition Services (Pre-ETS).

Check any that apply:

- ☐ OVR-263
- ☐ Copy of IEP
- ☐ Narrative Summary of Transition Services Completed
- ☐ Other: _____

2. Documentation of OVR Ineligibility/Case Closure:

- ☐ OVR Ineligibility Closure Letter, **OR**
- ☐ OVR Case Closure Letter

3. Other supporting documents (check any that apply):

- ☐ Eligibility Letter
- ☐ Copy of IPE
- ☐ Documentation of career counseling services (OVR-263A)
- ☐ Other: _____

Please retain a copy of this for your records. Please provide a copy of this letter to your Supports Coordinator. If you have any questions or concerns, please contact your OVR counselor.

A coversheet should accompany final piece of documentation sent to OVR from the LEA.
A coversheet should also accompany the final piece of documentation sent to the youth from OVR.