

TRANSITION IEP CHECKLIST USER GUIDE

Purpose: The Transition IEP Checklist was developed by WI FACETS and modeled after their previously developed [IEP Checklist](#). The Transition IEP Checklist contains general, non-state-specific information about transition and the transition IEP. The resource is intended to provide an overview for families of considerations before, during and after the Transition IEP meeting. Non-state-specific resources have also been included.

How to Use: This is a great tool for parent center staff to use in prepping families and students for an upcoming IEP meeting. The document is segmented into 3 parts, Before, During and After the Meeting. Within each section are tips for parents and tips for students.

Because the age of transition varies from state to state, the resource has been outfitted with 5 fillable boxes which on the electronic version appear outlined in red. When you hover your cursor over the box it will provide a prompt for what should go in that box. It is important that you fill in these boxes and then re-save the resource before disseminating it to families or practitioners in your state. The boxes can be found on:

Page 2: Under An Introduction to Transition

Page 3: First bullet point

Page 4: First and fourth bullet points

Page 12: Above disclaimer – this box asks you to include 1-2 sentences about your parent center.

Unfortunately, no other customization is possible with this resource as it was professionally designed.

The resource can be loaded onto a center's website and then viewed electronically or downloaded. If a center chooses to print this out, it will produce a 12-page document. Due to its design and color scheme, it is best printed in color and if funds permit, at a print shop as it will use quite a bit of ink.

Training: This resource could form the basis of a great introductory training on Transition and the Transition IEP. Centers would just need to create a complimentary slide deck to go with. The slide deck is where you could customize further and include state-specific resources.

Enjoy!