

# Student Referral to the SEPA or CREA Programs: 2017-2018

Montgomery County Public Schools • Department of Career Readiness and Innovative Programs

**Directions:** Complete this document for ESOL students who are eligible and are recommended for placement in the Students Engaged in Pathways to Achievement (SEPA) program or the Career Readiness Education Academy (CREA) program. Please provide all of the data requested that is available.

## Part I: Identifying Information

<b>Student</b>					Grade
First Name	Last Name	MI			
Student ID#	MCPS Entry Date	Date of Birth	Age	Gender	Home Language

Telephone numbers on OASIS are not always updated. Please be sure to list current telephone numbers.

(    )    -	(    )    -
Parent/guardian Telephone Number	Student Telephone Number

**Is the student emancipated (independent)?**  Yes  No

**Is the student enrolled in METS?**  Yes, currently  Previously enrolled  Never enrolled

**Which program is the student being referred to?**

SEPA (1/2 day program – AM or PM in their home school and AM or PM career pathway program at Thomas Edison High School of Technology)

CREA (evenings only – student will no longer attend their home school during the day)

## Part II: Assessment Data. Include most recent data available. Attach additional information if necessary.

<b>Overall WIDA ACCESS or WAPT Level</b>		<b>DORA Reading Comprehension Score</b>		<b>Current Math Class and grade</b>	
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**Required additional data must be included with this referral:**

MCPS Transcript                       Current grades                       Writing sample

Graduation credit evaluation       Documentation of credits earned from home country (if applicable)

## Part III: SEPA/CREA Eligibility Checklist. Please check (✓ or X) next to all that apply.

<input type="checkbox"/>	The student will be at least 18 years of age by the first day of the 2017-2018 school year.
<input type="checkbox"/>	Data strongly indicate that the student will most likely <u>not</u> be able to meet Maryland state graduation requirements by the end of the academic year in which he/she turns 21.
<input type="checkbox"/>	The student has special circumstances that will make it difficult to graduate from the comprehensive high school. Examples include: a desire to drop out (lack of interest in academics), raising a child of their own, a need to work during the day (CREA), or prefer to study a career pathway as opposed to obtaining a diploma.
<input type="checkbox"/>	The counselor has held a conference with the student to determine student's interest in SEPA/CREA.
<input type="checkbox"/>	The ESOL or school counselor has held a conference with the student/parent/guardian to explain that he/she is being referred to SEPA/CREA based on the student's decision to enter the program.

## Part IV: Comments. Please add comments and/or attach information that supports the recommendation to place the student in the SEPA Program (e.g., attendance history, class performance trends, and/or schooling history).

ESOL Resource Teacher Signature	Printed name	Date
School-based Counselor Signature	Printed name	Date
School Administrator's Signature	Printed name and position	Date