

APPENDIX SI.A.2 SAMPLE RECOMMENDATION FOR REENGAGEMENT PROGRAMMING

The following student: _____ is requesting a recommendation in support of his/her application to enroll in an educational program in the Washington Dropout Reengagement System.

Background:

The Open Doors [1418] Reengagement System is designed to provide educational services for students, ages 16 - 21, who are unlikely to earn a high school before age 21. All reengagement programs provide instruction appropriate to each student’s skills levels and goals, basic academic skills instruction, high-school equivalency certificate preparation, college and work readiness training and case management. Students receive high school credit for all academic work completed and are not required to take only the courses they need to complete in order to graduate. They can work toward other academic goals which may include: a high-school equivalency certificate, post-secondary degree, or industry recognized certificate.

Eligibility for reengagement programming usually depends on a student’s credit deficiency ratio: the number of credits earned divided by the number of credits earned. The system is designed to serve students who have a low ratio, i.e., those who are significantly behind in credits needed for graduation.

However, there are some students who are not significantly behind in credits but have other barriers or life circumstances that make it unlikely that they will be successful in earning a diploma before age 21. WAC 392-700-035 created an alternative way for these students to be determined eligible. The law allows certain authorized professionals, familiar with the student, to provide information regarding other barriers or circumstances and to recommend that these students be enrolled in reengagement programming despite the fact that they are not significantly behind in credits.

Information Requested:

The student named above is not eligible for enrollment in a reengagement program based on credit deficiency. This student is requesting that you, as an authorized professional, provide information as to why you believe they are unlikely to obtain a high school diploma by age 21. Due to your history in working with this student, you are being asked to indicate if you:

1. Believe that it is unlikely that the student will earn a diploma in a traditional or alternative high school prior to age 21; and
2. Recommend enrollment in a reengagement program (which will require, the student’s withdrawal from their traditional or alternative high school).

Student Authorization to Release Information:

I authorize: _____ from _____ to provide
Name of Person Making Recommendation Agency/Organization Name
information based on their professional history of working with me. Specifically, I authorize them to provide information related to academic or personal barriers that may prevent my graduation from high school prior to age 21 and to provide their recommendation regarding my application for reengagement programming.

Student name _____ Signature (if student is 18 years old or older) _____ Date _____

Parent/guardian name _____ Signature (if student is less than 18 years old) _____ Date _____

APPENDIX SI.A.2 CONT.: SAMPLE RECOMMENDATION FOR REENGAGEMENT PROGRAMMING

Recommendation for _____ provided by:
Student Name

| | |
|---|-------|
| Name of Professional Providing Recommendation | Title |
| Organization or Agency | Phone |

- What is your professional association with this student?
 - Court assigned counselor, officer, advocate, or other court staff working directly with student.
 - DSHS case worker or staff working directly with the student.
 - School district counselor, truancy/dropout specialist, teacher, or other district-approved staff.
 - Community, public agency case manager or counselor. (Agency must offer services dedicated to helping youth (16-21 years old) make educational progress.

- Based on your association with this youth, do you believe it is unlikely that the student will earn a high school diploma before age 21?
 - Yes
 - No
 - Unsure

- Based on your association with this student, do you recommend that this student be allowed to enroll in reengagement programming? In answering this question, please note that:
 - a. This action will require the student to withdraw from traditional or alternative high school.
 - b. This student may not be significantly deficient in credits required for high school graduation.
 - Yes, I recommend that this student be enrolled in reengagement programming for educational services. I understand that this student will be engaged in academic coursework but that acquisition of a high school diploma will not, necessarily be the primary measure of success.
 - No, I do not recommend that this student be enrolled in reengagement programming.

Please briefly indicate the reason for your recommendation:

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| Signature of Professional Providing Recommendation | Date |
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For more information about the reengagement program to which the student has applied, please contact:

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|-------------------------|-------|-------|
| Staff Person to Contact | Title | Phone |
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| Reengagement Program Name | College/Agency operating the Reengagement Program |
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