

# Overview of Pre-Employment Transition Services in New Jersey

Issued by: NJ Department of Education, Office of Special Education (OSE);  
NJ Department of Human Services, Commission for the Blind and Visually Impaired (CBVI); and  
NJ Department of Labor and Workforce Development, Division of Vocational Rehabilitation Services (DVRS)

The Federal law known as the [Workforce Innovation and Opportunity Act](#) (WIOA) requires State vocational rehabilitation agencies to set aside at least 15% of their federal funds to provide [Pre-Employment Transition Services](#) (Pre-ETS) to students with disabilities to prepare them for [competitive integrated employment](#).

**Pre-Employment Transitions Services** include the following:

1. [Job exploration counseling](#);
2. [Work-based learning experiences](#) that may include in-school or after-school opportunities or experience outside the traditional school setting (including internships) that are provided in a competitive integrated employment environment with appropriate supports and services to the maximum extent possible;
3. [Counseling about opportunities](#) for enrollment in comprehensive transition or postsecondary educational programs at institutions of higher education;
4. [Workplace readiness training](#) to develop social skills and independent living skills; and
5. [Instruction in self-advocacy](#), which may include peer mentoring.

All New Jersey students with disabilities ages 14 through 21 who are either 1) eligible for special education; 2) receiving accommodations under Section 504; or 3) have a medically documented disability, and intend to pursue employment, can request needed Pre-ETS from either the New Jersey Department of Labor and Workforce Development, [Division of Vocational Rehabilitation Services](#) (NJDVRS), or the New Jersey Department of Human Services, [Commission for the Blind and Visually Impaired](#) (NJCBVI). These students are considered “potentially eligible” for vocational rehabilitation, and therefore to receive Pre-ETS, **do not need to apply to or be determined eligible for NJDVRS or NJCBVI**. To request Pre-ETS from NJDVRS, please complete the [online Pre-ETS referral form](#). To request Pre-ETS for a student who is blind, deaf-blind, or visually impaired, please contact the student’s NJCBVI teacher of the blind or visually impaired for a referral (if applicable), or a [regional NJCBVI office](#).

Students who seek to become employed earning subminimum wages (e.g. sheltered workshop) need to comply with limitations on this practice contained in WIOA [Section 511](#).

Since students may have already received one or more of the Pre-ETS from their school, when a student requests Pre-ETS from NJDVRS or NJCBVI, the student will only be able to receive those Pre-ETS that; 1) the student continues to have a need for, and 2) is not expected to receive from the school. Therefore, IEP teams must collaboratively work with a local NJDVRS or NJCBVI office to ensure the coordinated provision of needed Pre-ETS. ***Pre-Employment Transition Services do NOT replicate or replace services provided by the school; rather, they supplement and complement the transition services provided by the school.***

To facilitate the collaboration between schools and NJDVRS or NJCBVI, it is recommended that on at least an annual basis, IEP teams determine the following for each student with disabilities:

1. Which Pre-ETS has the student already received from either the school or NJDVRS/NJCBVI?
2. Which Pre-ETS if any does the student continue to need?
3. If the student needs Pre-ETS, will the school or NJDVRS/NJCBVI provide these services?

If students with disabilities need other vocational rehabilitation services not included in Pre-ETS, (e.g. supported employment, job coaching, vehicle modifications), they can apply for eligibility with NJDVRS by [completing a referral form](#) or if applicable, by contacting a [regional NJCBVI office](#). If a student is already receiving Pre-ETS from NJCBVI, an application can be requested through the student’s NJCBVI Transition Counselor. If students are determined eligible for NJDVRS or NJCBVI, they can receive needed vocational rehabilitation services while still in school and as needed after graduation.