Special Education Directors:

Utah is one of a few states in the country that have been selected as being progressive in its delivery of transition services for students with disabilities. Dr. Karen Rabren of Auburn University will be conducting this study to determine what transition practices and policies are considered to be most effective for students in progressive states, such as ours. This study will be conducted in April and May 2012. Your role in this study is as follows:

1- **Information Letter.** Please go to this website https://fp.auburn.edu/institute/TranStudy/Default.aspx to review the information letter about this study.

2- **Survey Completion.** Once you have reviewed the information letter and agree to continue, enter your password **drusT3ch** to complete the *Transition Practices Survey*. This survey includes general demographic items, such as race/ethnicity and gender, about the person completing the survey (i.e., you), and content items regarding transition planning and the delivery of services in your local education agency (LEA). It also includes items regarding transition program structure and professional development needs. You should be able to complete this survey in 15 minutes or less.

3- **Identification of Teacher Participants.** Please identify the secondary special education teachers from your LEA who provide transition services to youth with disabilities, ages 16-22. You will need the e-mail addresses for each of these teachers.

4- **E-mail Distribution.** Once you have identified special education teachers in your LEA responsible for transition instruction you will forward an e-mail invitation prepared by the researcher to these teachers to participate in the study. Completion of steps 3 and 4 should take 15 minutes or less.

Your total time commitment for this study is approximately 15-30 minutes for each task (depending on availability of teachers e-mail addresses). Please complete the *Transition Practices Survey* and have special education teachers complete the *Transition Practices Survey* and *Transition Rating Scale* by May 31, 2012. Teachers will need to refer to their individual caseload lists when identifying the four students randomly selected for the study sample.

If you have any questions regarding this study, please contact Dr. Karen Rabren at rabreks@auburn.edu or call 334-844-5927.

Special Education Teachers:

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1- **Information Letter.** Please go to this website https://fp.auburn.edu/institute/TranStudy/Default.aspx to review the information letter about this study.

2- **Survey Completion.** Once you have completed the *Transition Practices Survey*, return to https://fp.auburn.edu/institute/TranStudy/Default.aspx and enter your password **drusT3ch** to complete the *Transition Practices Survey*. This survey includes general demographic items, such as race/ethnicity and gender, about the person completing the survey (i.e., you), and content items regarding transition planning and the delivery of services in your LEA. It also includes items regarding transition program structure and professional development needs. You should be able to complete this survey in 15 minutes or less.

3- **Rating Scale Completion.** Once you completed the Transition Practices Survey, continue or return to https://fp.auburn.edu/institute/TranStudy/Default.aspx and enter your password **drusT3ch** complete a *Transition Program Rating Scale* on four randomly selected students ages 16-22 from your caseload. This rating scale should be conducted by indicating what services are being provided to the students selected. Remember, all students will not need all services described in the scale. Please be as accurate as possible in describing the services provided to the four students randomly selected by the website. The purpose of this instrument is to collect information on the overall service delivery practices. It will take approximately 20 minutes to complete each scale, so the total possible time commitment to complete these scales would be no more than 1 hour and 20 minutes.

The total possible time commitment for you to complete the *Transition Practices Survey* and up to four *Transition Practices Rating Scales* should be no more than approximately 2 hours. Please complete your part in this study no later than **May 31, 2012**.

If you have any questions regarding this study, please contact Dr. Karen Rabren at rabreks@auburn.edu

or call 334-844-5927.