

FULL APPROVAL FOR TRANSITION COORDINATOR

POLICY & CRITERIA:

1. The candidate must possess a bachelor's or graduate degree in special education or a field related to the transition of youth with disabilities.
2. The candidate must have completed a minimum of three years of satisfactory teaching experience in special or vocational education at the secondary level or a minimum of three years of satisfactory employment providing transition-related service to individuals with disabilities ages 13 to 26.
3. A request for approval must be received by the Michigan Department of Education, Office of Special Education (MDE, OSE) during the school year (July 1 to June 30) in which the effective date applies.
4. Transition Coordinator approval is granted from the beginning of the school year in which the request was initiated or the date that all requirements for approval were met, whichever is later.
5. The employing superintendent must provide evidence that the following competencies can be demonstrated:
 - a. Knowledge of transition foundations to develop transition education, activities, and services for students, families, and service providers.
 - b. Possession of effective facilitation, coaching, and leadership skills at the individual and group level.
 - c. Ability to engage in collaborative transition service delivery and utilize interagency agreements.
 - d. Ability to facilitate/teach pertinent transition practices (issues) to support special education and agency staff including:
 - i. Federal/Michigan Law
 - ii. Curriculum/Best Practice
 - iii. Delivery of Transition Services
 - iv. Interagency Collaboration
 - e. Understanding of outcome measurement and evaluation of transition services.



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6. Transition Coordinator approval does not expire and is transferable from one school district to the next.

