

**Who, What, When, Where and Why**  
of the  
Pre-Employment Transition Services (Pre-ETS) Agreement

**Who** needs a Pre-ETS Agreement?

*Any student on an IEP, 504 Plan, or covered under the provisions of Section 504 (age 14 through 21) who will be participating in Pre-ETS activities with Iowa Vocational Rehabilitation Services (IVRS) or any contracted program through IVRS. If a student has applied for IVRS services, been determined eligible and has an employment plan developed, then a Pre-ETS Agreement does not need to be completed.*

**What** is a Pre-ETS Agreement?

*A Pre-ETS Agreement outlines which of the Pre-ETS activity areas a student is interested in participating in. If the student has a guardian, then the guardian also needs to provide input and sign the agreement. The agreement is not an application for IVRS services.*

**When** does a Pre-ETS Agreement need to be completed?

*A Pre-ETS Agreement needs to be completed prior to the student participating in the first Pre-ETS activity with IVRS or any contracted program through IVRS. Documentation verifying the student has a disability (IEP face sheet, 504 Plan, etc.) needs to also be provided along with the Pre-ETS Agreement prior to the student participating in the first Pre-ETS activity.*

**Where** can I access the Pre-ETS Agreement?

*The Pre-ETS Agreement can be found on the IVRS website at <https://www.powerdms.com/public/IVRS/documents/1351513>*

**Why** does a student need a Pre-ETS Agreement?

*The Pre-ETS Agreement individualizes the activities the student wants to participate in. The agreement also allows for discussion with parents/guardians, if applicable, about the Pre-ETS activities available in the school district the student attends.*