



WASHINGTON STATE DEPARTMENT OF SERVICES FOR THE BLIND



Youth Employment Solutions Application Package

2017 INSTRUCTIONS AND CHECKLIST

2017 YES PROGRAM DATES

YES 1: Monday, July 9 – Thursday, July 20, 2017

YES 2: Sunday, July 2 – Friday, August 11, 2017

DEADLINES

All application forms for YES 1 and YES 2 are due by
Friday, March 10, 2017.

VOCATIONAL REHABILITATION REQUIREMENTS

The applicant must be an active Vocational Rehabilitation (VR) client of the Department of Services for the Blind (DSB) in order to be eligible for the YES program.

If the student is not a current VR client, DSB will help the family with the enrollment process. Please call DSB at 1-800-552-7103 to apply for Vocational Rehabilitation services.

SUBMISSION INSTRUCTIONS

Email

We would prefer to receive your completed application electronically as a Microsoft Word document.

Email completed application to Janet George, Youth Services Specialist at:

janet.george@dsb.wa.gov

Mail

You may also return the application by mail:

Janet George, Youth Services Specialist
Department of Services for the Blind
3411 S Alaska Street
Seattle, WA 98118

APPLICATION CHECKLIST

Please make sure the application package is complete. Make sure the following items are complete and included in the submission. **Submissions are due by Friday, March 10, 2017.**

- Youth Employment Solutions (YES) Application
- Consent Form
- Parent Reference
- Teacher of the Visually Impaired (TVI) Form
- Student Cover Letter

FORM SPECIFIC INFORMATION

YES Application

Please provide all information requested. If an item does not apply, please enter NA.

Make sure to check the YES program you are applying for. YES 1 is for students ages 14 to 16. YES 2 is for students over age 16 through rising high school seniors.

Consent Form

The Consent Form must be hand signed. It can either be scanned and sent electronically or mailed as a hard copy. If student is under 18 it must be signed by a parent.

Parent Reference Form

In order to determine both the level of proficiency and to plan a program that will be most beneficial to the student, this form needs to be completed by the parents.

Please provide an honest assessment of the student's abilities. Your student's application will not be complete without this form.

Teacher Reference Form

In order to determine both the level of proficiency and to plan a program that would be most beneficial to your student, we need to have this form completed by the Teacher of the Visually Impaired (TVI) and/or Orientation and Mobility (O&M) instructor(s) that have worked most closely with the student.

Feel free to make additional copies of this form, if necessary.

Student Cover Letter

Each student is required to compose a cover letter to accompany the application package. The application will be considered incomplete without this cover letter.

Details of the Cover letter, including topics and contents, are provided in the Application Package.

CONTACT INFORMATION

If you have any questions, or need assistance in completing the YES application, please contact:

Janet George, Youth Services Specialist
janet.george@dsb.wa.gov
206-906-5530