
Approval for Private and Out-of-State School

Reviewed: June 2019

Purpose

To communicate necessary approval steps for attendance at a private or out-of-state school.

Rationale

DVR prefers in-state and public schools as **we must pursue the lowest-cost option**, however DVR also recognizes that specific situations may require a DVR consumer to attend a private or out-of-state school to reach their employment goal.

The procedure described below will ensure that the consumer can exercise informed choice and that DVR has practiced due diligence in providing information to the consumer when decisions are made.

A student may choose an out-of-state or private school for one or more reasons, which may include the following:

- There is no equivalent public school in Wisconsin to meet the consumer's employment goal.
- The student has received a school-specific scholarship that substantially covers their cost and will help achieve the Individualized Plan for Employment (IPE) goal.
- The program is accelerated, the consumer can complete the program satisfactorily and the consumer will reach their employment goal quicker.
- Though atypical, school chosen provides scheduling, housing, or transportation accommodations that cannot be found in Wisconsin, and attendance will achieve the employment goal.
- Graduate statistics show a significantly better outcome in terms of employment in the field of study than a publicly-funded Wisconsin school (e.g., 85 percent vs. 20 percent placement rate).

DVR Counselors should assist the consumer in selecting a school to meet their needs. In some situations, choosing an out-of-state or private school should be avoided:

- The schooling is readily available in a Wisconsin public school.
- The training or schooling will not allow the person to reach the employment goal.
- The training or schooling will take much longer than an in-state public option.
- The schooling or training will not meet state licensing requirements.
- The school is unaccredited or is a for-profit school.
- Attendance at the school will increase costs for which the student will be responsible.
- The [Wisconsin Educational Approval Board](#) does not list the school.

Procedure

Before a private or out-of-state school is included in an IPE, the DVR Counselor will first seek an [Administrative Review](#) (Internal Link) of attendance at the school. This administrative review will only need to be completed once per school.

If the Director or Supervisor does not approve attendance at the private or out-of-state school, the consumer may still attend if they accept their calculated DVR Training Grant amount. It must be explained to the consumer that they are not eligible for an exception for additional funding. Consumers have the right to appeal any denial of additional funds.

The intent of the Administrative Review is to act as a check-in and identify why a student has selected the private or out-of-state school. As with any denial of services, the consumer must be provided written appeal rights.

Financial Aid and the DVR Training Grant

No exception or additional review is required if a student is attending a private or out-of-state school (with administrative approval) and accepts the training grant limit of \$5,000 per academic year.

If a student is attending a private or out-of-state school (with administrative approval) and wishes to request funds over the \$5,000 amount identified in the fee schedule, the consumer must request an exception each school year for which they are requesting additional funds.