

Summer School Attendance and Work Activities July 2018

Work Activities for Post-Secondary Students

It is expected that post-secondary DVR consumers will get some work experience during the summer months.

Examples of summertime goals could include:

- Increase stamina and reduce work restrictions through graduated work activities
- Develop positive work references
- Learn soft work skills
- Earn money to help with fall living expenses
- Develop experience in the field relevant to the consumer's course of study
- Validate the consumer's interest in working toward the selected employment goal

Please encourage consumers who will not or do not need to attend summer school to obtain work either on campus or off campus during the summer to advance their Individualized Plan for Employment (IPE) objectives. Consumers who lack a work history should be encouraged to get a job during the summer.

Summer School

For some consumers, the most appropriate summertime IPE activity will be to attend summer school. Students who attend summer school should go through the training grant portal process.

Examples when summer school is appropriate for a consumer may include:

- Completion of summer school classes will allow the consumer to graduate at the end of summer school.
- Summer school classes are sequential and are not available in the upcoming academic year.
- Attendance at a summer school class is a prerequisite to take a class in the upcoming academic year.

The exception process must be used to request funding for summer school if additional funding beyond what the DVR grant awarded for the last academic year is being requested (not to exceed \$5000/academic year), or if summer school attendance is not part of the DVR training grant within the upcoming year's FAO (Financial Aid Office) determination.

The Workforce Development Area (WDA) Director must review the training grant to make an exception request decision. The Center for Consumer Payments will only approve payment if the training grant is completed.

If the exception is approved, process the training grant with the exception amount to the school. If the exception request is denied, provide the consumer with their appeal rights.

If the exception process is used, it is important to consider the impact of additional summer school funding on the FAO determination. For example, would additional funding for summer school produce an over-award? Please consult with your supervisor for any questions pertaining to over-awards and the exception process.