

**MRVED - Minnesota Valley Area Learning Center  
TARGETED SERVICES REFERRAL FORM – Keep in cum folder for 3 years**

Use this form to initiate the process of referring a student to a Targeted Services -- specialized summer or after school program. Classroom teachers must complete sections 1-5. The office will complete section 6 and return the form to the building principal.

**Section 1: Personal Information** (Note: Grade level should be current year or, **IF SUMMER PROGRAM**, grade level that the student will enter in the fall)

STUDENT \_\_\_\_\_ GENDER \_\_\_\_\_ GRADE \_\_\_\_\_

REFERRING TEACHER/TEAM \_\_\_\_\_ DATE \_\_\_\_\_

**Section 2: Graduation Incentives (GI) Criteria**

The Graduation Incentives (GI) criteria and other at-risk indicators must be considered for the referral. Students must qualify in at least one of the areas listed in this section to be eligible for this program. Check (X) all that apply. **Items 1, 2, and 11, need at least one specific academic (Section 3) or social personal qualifier (Section 4).**

1. \_\_\_ Performs substantially below average on a local achievement test.
2. \_\_\_ Is at least one year behind in completing coursework satisfactorily.
3. \_\_\_ Is pregnant or a parent.
4. \_\_\_ Has been assessed as chemically dependent.
5. \_\_\_ Has been physically or sexually abused.
6. \_\_\_ Has experienced mental health problems.
7. \_\_\_ Has experienced homelessness in the last six months.
8. \_\_\_ Speaks English as a second language or has limited English proficiency.
9. \_\_\_ Has been excluded or expelled according to sections 121A.40 to 121A.56.
10. \_\_\_ Is chronically truant or has withdrawn from school.
11. \_\_\_ Has been referred by a school district for enrollment in an eligible program or a program pursuant to section 124D.69.

**Section 3: Academic/Achievement Test Qualifiers (Complete only if #1, #2, and or #11 is selected in Section 2)**

TEST TYPE	MATH	READING	WRITING
NWEA			
ITBS			
STAR			
CAT			

TEST TYPE	MATH	READING	WRITING
MCA			
Other:			

**Section 4: Social /Personal Qualifiers**

- |   |   |                                     |
|---|---|-------------------------------------|
| ___ Low motivation                      | ___ Failure of teacher administered tests | ___ Socially inappropriate comments |
| ___ Academic failure in current classes | ___ Difficulty in classes of large size   | ___ Poor organizational skills      |
| ___ Failure to complete assigned work   | ___ Excessive absenteeism                 | ___ Low self-esteem/self-concept    |
| ___ Does not demonstrate study skills   | ___ Isolation from peers                  |                                     |
|   | ___ Excessive off task behaviors          |                                     |

**Section 5: Identified Skill Development Areas** (1) Most Important (2) Less Important (3) Least Important

\_\_\_ Reading Skills    \_\_\_ Writing Skills    \_\_\_ Math Skills    \_\_\_ Study/ Organizational Skills    \_\_\_ Social/Personal Skill