

## Florida Postsecondary Comprehensive Transition Program

# APPLICATION FOR ELIGIBLE INSTITUTIONS 2018 – 19

~ FPCTP applications are accepted year round on a rolling basis ~

***Submit a hard copy of the completed application to:***

Florida Center for Students with Unique Abilities  
Attention: Paula D. Kohler, PhD.  
University of Central Florida – 420 Teaching Academy  
4000 Central Florida Blvd.  
P.O. Box 161250  
Orlando, FL 32816-1250

**AND**

***Submit an electronic file of the completed application to:***

fcsua@ucf.edu and  
[paula.kohler@ucf.edu](mailto:paula.kohler@ucf.edu)

## Florida Postsecondary Comprehensive Transition Program (FPCTP) Application

### INSTRUCTIONS

The Florida Postsecondary Comprehensive Transition Program Act (the Act) (FS 1004.6495) established the Florida Center for Students with Unique Abilities (FCSUA) at the University of Central Florida (the Center) and charged the Center with managing the Florida Postsecondary Comprehensive Transition Program (FPCTP) application and approval process. The Act also established criteria for FPCTP approval, scholarship awards for eligible students to attend approved programs, and accountability requirements associated with program renewal and scholarship awards. Applications are accepted on a rolling basis with no specific deadline for submission. We will review your application within 30 days of receiving a complete application packet as described in these instructions.

This packet includes the following:

- ▶ Institutional eligibility requirements and responsibilities specified in the Act.
- ▶ Student eligibility criteria.
- ▶ Required FPCTP elements – use the separate Word file (FPCTP Application\_FORM\_Fall 2018) to describe the FPCTP elements of your proposed program.

### Institution Eligibility and Responsibilities

Section 6 of the Act specifies:

- (a) To offer an FPCTP, the president or executive director of an eligible institution, as applicable, must submit to the center, by a date established by the center, the following:*
- 1. An application for approval of a comprehensive transition program proposed by the eligible institution, **which must be approved by the institution's governing board** (emphasis added) and must address the requirements of the federal comprehensive transition and postsecondary program under 20 U.S.C. s. 1140 and the requirements of this section.*
  - 2. Documented evidence that the institution currently offers a federally approved **comprehensive transition and postsecondary program** that is eligible for federal student aid programs, documented evidence of the submission of an application for such federal approval of a program proposed by the institution, or documentation demonstrating the commitment of the institution's governing board to submit an application within the subsequent academic year for federal approval of a program pursuant to 20 U.S.C. s. 1140.*

*(b) An eligible institution may submit an application to the center for approval pursuant to the requirements of this section for implementation of the FPCTP no later than the academic year immediately following the academic year during which the approval is granted. An eligible institution must submit a renewal application to the center no later than 3 years following the year during which the approval is initially granted.*

*(c) By August 1 of each year, an eligible institution that has an FPCTP shall submit an annual report to the center which, at a minimum, for the prior academic year, addresses the following performance indicators:*

- 1. Efforts to recruit students in the FPCTP and the number of students enrolled in the program.*
- 2. Efforts to retain students in the FPCTP and the retention rate of students in the program.*
- 3. The completion rate of students enrolled in the FPCTP and related courses, as applicable.*
- 4. Transition success of students who complete the FPCTP, as measured by employment rates and salary levels at 1 year and 5 years after completion.*
- 5. **Other performance indicators** identified by the center pursuant to subsection (8).*

*(d) An eligible institution shall notify students with intellectual disabilities and their parents of the student eligibility requirements specified in subsection (4) and the scholarship requirements and eligibility requirements specified in subsection (7).*

The required annual report templates are available on our website at [http://fcsua.org/l\\_eval\\_report.php](http://fcsua.org/l_eval_report.php). Please review these in advance to allow for timely data collection and submission of the FPCTP Annual Report, due each year by August 1.

### **Student Eligibility**

Section 4 of the Act specifies:

*To be eligible to enroll in an FPCTP at an eligible institution, a student must, as determined by the institution, based on guidelines established by the center:*

*(a) Be a "student with an intellectual disability" as that term is defined in 20 U.S.C. s. 1140(2), including, but not limited to, a transitional student.*

*(b) Physically attend the eligible institution.*

*(c) Submit to the eligible institution documentation regarding his or her intellectual disability. Such documentation may include, but need not be limited to, a current individualized plan for employment associated with a review completed pursuant to s. 413.20(3) or a diagnosis from a physician who is licensed under chapter 458 or chapter 459 or a psychologist licensed under chapter 490.*

The eligible institution is responsible for determining the student's initial and continuing eligibility to receive a FPCTP Scholarship; and for defining, in keeping with the Center's guidelines and requirements, *satisfactory academic progress* for its FPCTP students.

### **Program Criteria**

The FPCTP Application Form is available on our website at [https://fcsua.org/l\\_application.php](https://fcsua.org/l_application.php). Use the application Word file to describe the program elements required for approval as a Florida Postsecondary Comprehensive Transition Program. Submission instructions are included in that document. Contact the Florida Center for Students with Unique Abilities at 407-823-5225 or [fcsua@ucf.edu](mailto:fcsua@ucf.edu) for assistance in completing your institution's application.