

Entrance Criteria Rubric Scoring	1	2	3	4	5	Name	Name	Name	Name	Name	Name	Name	Name	Name
PS Site:														
Date:						Score	Score	Score	Score	Score	Score	Score	Score	Score
Age and School Status	Under 18 or over 22 years of age	Student has had two or more possible years of school eligibility, lacks maturity and is working toward skills for employment	Student needs one or two credit requirements for graduation and can be fulfilled through participation in the PS HS program	Student has had two possible years of school eligibility remaining but student agreed that this will be the last year and has the end goal of employment	Student will be in last school year of eligibility and has all credits necessary for high school graduation									
Commitment to Community Employment	Student is unsure of interest in community employment	Student is unsure of interest in community employment but parent is supportive and encouraging	Student demonstrates commitment to work but has significant restrictions such as inappropriate work goal, location, type of work, etc	One member of the team, student or family member may be non-committal to the goal of community employment	Student and family are committed, appropriate and will be flexible to meet the work goal									
Attendance	10+ unexcused absences	10+ excused and unexcused absences or tardies within the past school year	5-10 excused and unexcused absences or tardies within the past school year	1-5 excused absences or tardies within the past school year	No absences or tardies within the past school year									
Independent Daily Living and Self Care Skills	Student has very poor or no independent daily living and self care skills. They may rely on parents and staff for some basic needs to be met	Student has not been exposed to any daily living skills training but displays some skills in these areas and in self care. Team should begin planning for training/practice in these areas	Student has participated in limited or informal training for daily living and self care skills. S/he can demonstrate minimal skills in these areas. If toileting and feeding are still dependent, team could investigate accommodations	Through training, the student demonstrates basic proficiency in daily living skills and self care skills. Self care skills include toileting, feeding, taking medication, bathing, etc	Student practices and demonstrates daily living and self care skills such as cooking, sleeping, budgeting, handling money, and is also able to take care of self care needs independently									
Appearance and Professional Presentation	Student does not possess any personal hygiene skills and clothes are not neat and clean	Student needs assistance in making sure clean clothes are worn daily. Personal appearance may vary each day	Student wears neat and clean clothing and has appropriate grooming on most days	Student is neat, clean and well groomed but makes inappropriate clothing choices for work based on place of business, dress code and weather.	Student possesses good personal hygiene skills and will always arrive to Project SEARCH and/or work neat and clean, according to the dress code and weather									
Transportation	Student is not eligible, has been trained in any independent method and family does not have the resources to provide transportation	Family is willing to provide on-going transportation to the Project SEARCH and/or community work site	Student is eligible for transportation from outside resources like DD or other disability related service	Student can utilize public transportation including a door-to-door system with basic skills	Student can utilize public transportation and/or a door-to-door system as well as other transportation options (calling a cab, etc.)									
Appropriate Social and Behavior Skills	Student frequently displays inappropriate social and behavior skills	Student periodically displays inappropriate social and behavior skills	Student is appropriate in the presence of adult supervision but is not independent	Student display appropriate social and behavior skills in most situations	Student display appropriate social and behavior skills in most situations									
Interpersonal Communication	Student has no grasp of interpersonal relationships	Student uses appropriate body language (smiles, waves, etc.) but does not engage in appropriate conversation	Student engages in some conversation when prompted	Student engages in conversation independently but the topic is inappropriate	Student uses appropriate tone of voice, body language and conversation topics									
Verbal Communication	Student has no way of clearly communicating with others	Student is not fluent or easily understood even with assistive technology or support	Student can be understood with 1-2 repetitions or when asked to speak more clearly	Student uses a voice box or other assistive technology to communicate and is understood using these tools	Student has the ability to communicate with all others and be understood easily									

Problem Solving and Conflict Resolution	Student has no independent problem solving and conflict resolution skills	Student has difficulty in problem solving and conflict resolution skills	Student has demonstrated capacity to expand problem solving and conflict resolution skills	Student possesses good problem solving skills	Student possesses good problem solving skills and initiates problem solving independently										
Physical Ability: Mobility and Stamina	Student has limited physical abilities as well as limited capacity to take care of own personal needs	Student has the mobility and stamina to perform some of the tasks including personal needs with limitations	Student has low but improving mobility and stamina and ability to take care of own personal self-care needs	Student has the mobility and stamina to perform all tasks with accommodations: i.e. A cart to help transport mailings or a wheelchair/scooter for mobility. The student has developed strategies to take care of own personal needs with limited assistance	Student has the mobility and stamina to perform all tasks with accommodations: i.e. A cart to help transport mailings or a wheelchair/scooter for mobility. The student has developed strategies to take care of own personal needs with limited assistance										
Pace and Work Quality	Student seldom gets work finished in allotted time period or by deadline	Student is methodical which affects pace, productivity and output	Student can achieve appropriate work pace but quality suffers or work quality is sufficient but quantity is affected	Pace and quality of work are mildly deficient but improving and work is neat	Student is able to achieve both quality and quantity of work, maintains neatness/organization and completes work according to deadlines										
Employability Skills	Student has not been exposed to any employability training	Student has participated in limited or informal employability training	Student has had one year or a consistent class devoted to employability skills	Student has had more than one year of employability skills training	Student demonstrates independent living skills and has 2 or more years of employability training										
Prior Work Experience	Student has no prior work experience	Student has had one or more in-school work experience	Student has volunteer, enclave or paid work experience	Student has had one or less years of competitive work experience	Student has had more than one year or multiple competitive work experiences										
Academic Skills	Student cannot read nor do any simple math computations	Student has some basic academic skills such as rote counting and can file using two to three digits with numbers or letters	Student can read simple functional information and can perform simple math computations (with or without a calculator)	Student can read and comprehend material at or above a 2 nd grade level, can tell time with a clock or analog watch to five minutes and count money/make change	All academic skills are above a 4 th grade level										
Computer Skills	Student has no computer skills	Student has basic knowledge of keyboard and keyboard functions	Student can access internet, utilize search engines for information and for entertainment	Student can utilize some Microsoft products at a beginner level	Student can utilize Microsoft products, can save, edit and retrieve documents, with basic proficiency										
Timeline	Application late and lacking required documentation	Application received late with some of the required documentation	Application received according to the established timeline but missing some required documentation	Application is complete with all documentation but received after the timeline deadline	Application received according to the established timeline with all required documentation										
Total:						0	0	0	0	0	0	0	0	0	0

