

Saint John's County School District

Exceptional Student Education Department
Deferment Program
Application and Guidelines



SJCSD **Deferment Program** **2026-2027**

The St. Johns County transition programs encourage community engagement and peer interaction through transition instructional activities, integrated job training, and activities in an age-appropriate setting while working toward gainful employment and community independence.

Life Work Transition Program

Dual Enrollment Program Support Requirements

One-Year College and Career Transition Pathway

This is a one-year program designed to help students with disabilities successfully transition into college-level coursework and postsecondary opportunities. The program supports students who have deferred receipt of their standard high school diploma and are ready to take the next step toward greater independence.

Eligible Life Work students may apply to take Dual Enrollment or Secondary Enrollment classes at First Coast Technical College (FCTC) or St. Johns River State College (SJRS). Life Work staff provide ongoing consultative support to help students navigate their schedules, coursework, and responsibilities.

Students in this program are expected to participate in full-time coursework, which includes:

- At least one face-to-face course at Life Work
- Active participation in nonpaid internships to gain real-world employment experience, or
- Part-time employment, along with enrollment in an Executive Internship course

To participate, students must:

- Complete the Dual Enrollment application directly with FCTC or SJRS (not the Adult Program application).
- Complete the St. Johns County School District Transition Program Application (see below).
- Both steps are required as part of the official deferment process, which allows the student to continue receiving transition services after meeting high school graduation requirements. The student's high school counselor is responsible for submitting the application to FCTC or SJRS.

Dual Enrollment: First Coast Technical College

Programs at FCTC

Dual Enrollment Programs:

- Applied Cybersecurity
- Automotive Service Technology
- Diesel - Medium and Heavy-Duty Truck/Bus
- Heating, Ventilation, Air Conditioning/Refrigeration
- Professional Culinary Arts and Hospitality
- Welding Technologies
- Medical Assisting (Returning Students Only)
- Dental Assisting
- Early Childhood Education
- Landscape and Turf Management

High School Secondary Programs:

- Cosmetology
- Culinary Arts
- Early Childhood Education
- Horticulture Sciences
- Landscape Operations

Minimum Requirements:

- Satisfactory attendance and discipline record
- 2.0 unweighted GPA (dual enrollment only)
- Met graduation requirements for a standard diploma and was found eligible for deferment.
- Complete required assessment(s) (dual enrollment only)
- Room in the student's schedule for a minimum of two consecutive periods

*Please be advised that some courses may require additional periods.

Dual Enrollment: St Johns River State College

Academic Dual Enrollment

This program enables eligible high school students to earn college credit through the selection of independent courses. This program is designed for students who wish to transfer to a university to earn a baccalaureate degree. Although there are no "majors" in the Associate in Arts degree, with proper planning of coursework, students can work towards the A.A. degree and transfer-specific courses necessary for admission to a variety of degree programs within the State University System.

Minimum Requirements:

- Satisfactory attendance and discipline record
- 3.0 unweighted GPA
- On track for graduation
- Complete required entry assessment(s) including PERT, SAT or ACT (must be less than 2 years old)

We are a vocational program dedicated to helping students develop practical life skills, with instruction tailored to each student's unique learning style and personal goals. Our program emphasizes the arts and supports students in building greater independence.

This can be a multi-year program, and eligible students may remain enrolled through age 21 as part of their individualized transition plan.

Our Program Focuses on Helping Young Adults:

Independent Living & Daily Life

- Develop daily living skills to increase independence or interdependence
- Live safely and independently at home or connect families with supported living programs
- Manage money and plan for the future
- Stay safe and make healthy choices
- Navigate transportation and community travel

Personal Growth & Well-being

- Gain practical knowledge for real-world success
- Understand and manage emotions
- Speak up for themselves through self-advocacy
- Continue learning and growing through skill-building

Social & Communication Skills

- Build social connections and healthy relationships
- Develop meaningful relationships and networks
- Communicate effectively in all settings

Employment Preparation

- Prepare for the workforce with employable skills and Supported Employment training through the ARC of St. Johns

Engage with the Community in Meaningful Ways

- Students participate in volunteer projects, community events, and partnerships that foster a sense of purpose and belonging.
- Connect with local resources for lifelong support
- We help students and families navigate services and supports that can extend well beyond the school setting.
- Explore enrichment opportunities that inspire Growth
- From our Art Transcends Boundaries program to SurfQuest and hands-on digital arts classes, students discover new passions and creative outlets.

Community Campus

ARC Community Campus
St. Johns County School District
2101 ARC Drive
St. Augustine, Florida 32084
Telephone (904) 770-2989

We are a hands-on transition program focused on building employability through work-based learning, real-world community experiences, and targeted classroom instruction. Our goal is to help students develop the skills, confidence, and independence needed for life after high school—including opportunities to explore both college and career pathways.

This can be a multi-year program, and eligible students may remain enrolled through age 21 as part of their individualized transition plan.

Our Program Focuses on Helping Young Adults:

Real-World Work Experience

- Job shadowing and site visits
- Hands-on internships and work-based learning
- Travel training and how to use public transportation
- Support in connecting with adult service agencies

Job & Life Skills for the Workplace

- Writing resumes that stand out
- Practicing interview skills with confidence
- Finding and applying for jobs that match their interests
- Handling challenges and resolving conflicts on the job
- Personal hygiene, dressing for success, and self-care
- Staying safe in the community and online
- Using professional language in the workplace

Exploring Life After High School

- Touring colleges, training programs, and apprenticeships
- Learning about disability support services on campus
- Help with applications and next steps
- Understanding financial aid and scholarships
- Discovering career pathways through apprenticeships
- Weekly community enrichment and engagement opportunities give students a chance to explore new interests and build meaningful connections for leisure and recreation beyond high school.

Pathways to Post-Secondary Education

- Life Work students have the opportunity to apply to Dual or Secondary Enrollment classes at First Coast Technical College or St. Johns River State College
- We have a one-year transition pathway helping students with disabilities prepare to apply for full-time college coursework at a partner college (FCTC or SJRSC) or a Florida Postsecondary Transition Program (FPCTP).



Life Work Program

Life Work Transition Program
St. Johns County School District
2980 Collins Avenue, Building P2
St. Augustine, Florida 32084
Telephone (904) 547-3433

APPLICATION PACKET

— SJCS D TRANSITION PROGRAMS —

PERSONAL INFORMATION:

Name: _____
(Last, First)

DOB: _____
(MM/DD/YYYY)

Student Contact Information

School Currently Attending: _____ Student ID # _____

Student Address: _____
(Street, City, Zip Code)

Parent/Guardian Name: _____

Student telephone number (if different from student) _____

Student email address: _____

STUDENT LEGAL RIGHTS (please check one):

- ☐ The student makes his/her own legal decisions.
- ☐ The parent has guardianship or is a guardian advocate. (*Court Documentation must be provided upon acceptance into the program*)

TRANSPORTATION:

How do you plan to get to the transition program?

- ☐ Parent (or family member) ☐ Drive self or Public Transit ☐ School District Transportation

SERVICE AGENCIES: A key part of our program is helping connect you and your family with external agencies when needed. To help us determine if these services are right for you, please provide the following information:

Have you applied to the Agency for Persons with Disabilities?

- ☐ Yes ☐ No ☐ On the wait-list

Name of support coordinator: _____

Support Coordinator's email: _____

Support Coordinator's telephone number: _____

Are you a client of Vocational Rehabilitation?

- ☐ Yes ☐ No ☐ On the wait-list

Name of support coordinator: _____

Support Coordinator's email: _____

Support Coordinator's telephone number: _____

COMMUNITY & JOB EXPERIENCE:

Community-Based Instruction and Work-Based Learning Experiences are important parts of our program. To help us understand your prior experience, please let us know if you have participated in any off-campus job training, volunteer work, or paid employment.

☐ Yes ☐ No ☐ Not Sure

Please provide a list of all your volunteer activities, community-based instruction, and/or paid work experiences. Be sure to include the locations and specific tasks you were involved in.

Please include any additional information that you think might be important for us to know about you.

Life Work Transition Program

Dual Enrollment Student Expectations and Program Requirements

Student Commitment Agreement

I, _____, understand that upon acceptance into the St. Johns County Dual Enrollment Program, I must follow the expectations outlined below:

I will comply with the Code of Conduct for the St. Johns County School District, First Coast Technical College (FCTC), and St. Johns River State College (SJRSC).

I will fully participate in all aspects of the program, including coursework, transition services, and career readiness activities.

I will follow all rules established by the transition program and the partnering college. I understand that applying to this pathway does not guarantee full-time enrollment or acceptance into either college.

I am responsible for attending my dual enrollment classes and arranging my own transportation.

I will maintain regular attendance and comply with the attendance policies of both the transition program and the dual enrollment institution. I understand that excessive absences may result in removal from the program.

I will meet the required academic entrance criteria for dual enrollment by achieving one of the following:

A standardized test score (SAT, ACT, PERT, or CLT) is needed for admission to SJRSC—a qualifying test score for college-level English and math courses.

A passing score on the CASAS assessment for career dual enrollment at FCTC.

I will complete the Dual Enrollment Recommendation Form each term with signatures from my parent/legal guardian, school counselor, and myself. I will maintain a minimum grade of “C” or higher in all college courses. If I receive a “D” or “F,” I understand that I may be removed from the dual enrollment program.

I will participate in a Career Placement Course, Job Coaching Services, or an Executive Internship course to gain part-time employment during my time in the program.

I have reviewed and understand the terms and conditions listed above. I agree to meet all program expectations to confirm my placement in the Dual Enrollment Program. I understand that failure to meet these requirements may result in removal from the college program.

Student Signature

Date

Guardian Signature

Date

Disclaimer:

Dual Enrollment Notice:

- Submitting a dual enrollment application does not guarantee acceptance or full-time enrollment. Your enrollment status will be determined by either First Coast Technical College (FCTC) or St. Johns River State College (SJRSC). Notification will be sent via email in August. For additional details, please visit FCTC’s official website.

SJCSD Transition Program Eligibility:

- Participation in St. Johns County School District (SJCSD) Transition Programs—including Life Work and Community Campus—requires a completed application and a review process. Placement decisions are made in accordance with the student’s Individualized Education Plan (IEP) and Least Restrictive Environment (LRE) guidelines, as outlined by the Individuals with Disabilities Education Act (IDEA).
- Admission is based on multiple factors, including the student’s:
 - Present levels of academic and functional performance
 - Transition goals
 - Independence in vocational, social, and self-determination skills

Next Steps After Application Review:

- After reviewing your application, a district representative will contact your family to schedule an IEP meeting. The IEP team will determine program eligibility and placement. Continued participation in a Transition Program depends on the student’s ability to actively engage in and benefit from the services and supports provided, as specified in the IEP.
- If a student does not meet program expectations, the IEP team will reconvene to explore alternative placements and services that better match the student’s needs.
- Promotion and Placement Decisions:
 - Decisions regarding student promotion, retention, or special placement are made by the school’s professional team in alignment with district and state regulations. Under Florida Statute 1008.25, this authority rests with the school principal and the Multi-Tiered System of Supports (MTSS) team (or its equivalent).
 - Please note: Retention or special placement cannot be requested solely based on family preference.

SJCSD Transition Programs Student Expectations and Participation Agreement

I, _____, understand that participation in the SJCSD Transition Programs is based on eligibility and appropriateness as determined by my IEP team. To support my success and ensure the safety of myself and others, I agree to the following expectations:

- I will participate in all assigned unpaid job rotations within host businesses.
- I understand that the Life Work program follows the St. Johns County School District calendar, and I am expected to attend accordingly.
- I will maintain regular attendance and report any absences or tardiness in advance by contacting my instructor and/or employment specialist.
- I will complete any assignments missed due to excused absences, as appropriate.
- I will attend all required meetings with my rehabilitation counselor, instructors, employment specialists, and/or host business staff.
- I will dress appropriately and follow the dress code or uniform requirements for each assigned worksite.
- I will demonstrate respectful, responsible, and professional behavior in all program and work-based learning settings. This includes following directions, using appropriate language, maintaining good hygiene, and treating others with dignity.
- I will follow all rules and expectations set by the program, school district, and host businesses.
- I will actively participate in all parts of the program and communicate any concerns or challenges to my instructor, employment specialist, or worksite supervisor in a timely manner.
- I understand that I will receive support as outlined in my IEP to help me meet these expectations.

Acknowledgment: I have read and understand the expectations listed above. I agree to comply with these terms during my participation in the SJCSD Transition Programs. I understand that if I consistently struggle to meet these expectations, my IEP team will reconvene to review my placement and determine the supports or setting that best meet my needs.

Student Signature	Date
Guardian Signature	Date

Disclaimer:

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