**Ohio Longitudinal Transition Study**

**Documentation of Attempts to Contact for Follow-Up Survey**

Each local education agency (LEA) is required to collect outcome data for students with disabilities as they exit high school. The Individuals with Disabilities Education Improvement Act of 2004 (IDEA) requires that outcome data are collected annually by districts with more than 50,000 students and once every six years by districts with less than 50,000 students.

As such, each school district will be responsible for collecting **EXIT and FOLLOW-UP surveys** in the **Ohio Longitudinal Transition Study (OLTS)**.

School districts must make multiple and varied attempts to collect OLTS Follow-up Survey data for those students who completed an OLTS Exit Survey the previous year. The school district should maintain documentation of these attempts.

If NONE of the Follow-up Survey data can be collected, the school district must complete and submit this Documentation of Attempts to Contact form for each student (please copy and paste the table below for each additional student and submit this form as one document). **Please identify each student by their survey number; do not use personally-identifiable information.**

**Please email this document to OEC.Monitoring@education.ohio.gov**

Failure to submit this documentation will result in a **Not Met** rating for Indicator 14:Participation in Post-School Outcomes survey on the school district’s **Special Education Profile**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| School District Name e Name |  | | School District IRN |  |
| School District Contact Name and Email Address | |  | | |

Student OLTS Exit Survey Number:

|  |  |  |
| --- | --- | --- |
| Forms of Contact | Date(s) | Outcome |
| Email |  |  |
| Telephone call |  |  |
| Other outreach (describe) |  |  |

Student OLTS Exit Survey Number:

|  |  |  |
| --- | --- | --- |
| Forms of Contact | Date(s) | Outcome |
| Email |  |  |
| Telephone call |  |  |
| Other outreach (describe) |  |  |

Student OLTS Exit Survey Number:

|  |  |  |
| --- | --- | --- |
| Forms of Contact | Date(s) | Outcome |
| Email |  |  |
| Telephone call |  |  |
| Other outreach (describe) |  |  |

Student OLTS Exit Survey Number:

|  |  |  |
| --- | --- | --- |
| Forms of Contact | Date(s) | Outcome |
| Email |  |  |
| Telephone call |  |  |
| Other outreach (describe) |  |  |

9/9/20