King County School-to-Work Timeline
“How to Be Ready”

Connect with agencies that can help you navigate the system, such as The Arc of King County and Open Doors for Multicultural Families

Confirm enrollment with the DSHS, Development Disabilities Administration (DDA)
- Unsure? Call: **206-568-5700**.
- Not enrolled? APPLY! For more information about DDA Eligibility and application visit [https://www.dshs.wa.gov/dda/consumers-and-families/eligibility](https://www.dshs.wa.gov/dda/consumers-and-families/eligibility)

Have valid identification needed to work. See [I-9 Requirements - Document Lists](https://www.dshs.wa.gov/dda/consumers-and-families/eligibility) for a list of acceptable documents. Commonly used forms of identification include:
- **Washington State ID**
  Pre-Apply at [http://www.dol.wa.gov/driverslicense/gettingidcard.html](http://www.dol.wa.gov/driverslicense/gettingidcard.html)
  Go to [https://fortress.wa.gov/dol/dolprod/dsdoffices/](https://fortress.wa.gov/dol/dolprod/dsdoffices/)
- Social Security card
  Need a replacement? Visit [Social Security Card Replacement Application - Easy Replacement](https://www.ssa.gov/benefits/ssdi)
- US passport or US passport card
- Permanent Resident Card

Make an appointment with the Social Security Administration to apply for Supplemental Security Income (SSI)
- Call: **1-800-772-1213**
- Learn more about SSI at [www.ssa.gov](http://www.ssa.gov) and [http://gowise.org/wabenefitsinfo/](http://gowise.org/wabenefitsinfo/)

Submit School-to-Work application – students exiting their transition program in June **2024** should be submitting their applications now!
- Learn about and find applications for King County’s School-to-Work (S2W) Program at [King County S2W Program Website](https://www.kingcounty.gov/king-county-school-to-work-program)

Apply for services with DSHS, Division of Vocational Rehabilitation (DVR)
- Learn more about DVR at [https://www.dshs.wa.gov/dvr](https://www.dshs.wa.gov/dvr)
- Ask your transition teacher for support with connecting to your program’s DVR liaison

Apply to Metro/ACCESS and consider obtaining a reduced fair regional pass
- Call: **206-263-3113** or **1-866-205-5001**, or

Attend school and community outreach events about transition and life after school

Obtain an **Employment Service Provider** by June **2023**

**Begin School-to-Work services** with your Employment service provider as early as July **1, 2023** and no later than October **31, 2023**

Attend regular team meetings to plan and review progress towards employment goal

Reach out to King County S2W Program Managers for more information:
- Richard Wilson at **206-263-9044** or [Richard.wilson@kingcounty.gov](mailto:Richard.wilson@kingcounty.gov)
- Cassie Glenn at **206-263-7999** or [Cglenn@kingcounty.gov](mailto:Cglenn@kingcounty.gov)
- Emily Hart at **206-477-7661** or [Emily.hart@kingcounty.gov](mailto:Emily.hart@kingcounty.gov)
- TJ Protho at **206-930-2496** or [Tprotho@kingcounty.gov](mailto:Tprotho@kingcounty.gov)