



NCTS Employment Verification

To sit for the Nationally Certified Transition Specialist exam, you must have completed three full years of providing transition services in a school, vocational rehabilitation, or community provider.

The form below must be completed by a supervisor, building-level administrator, or district-level official. If your three years spans more than one organization, please submit multiple forms.

Once completed, please send a copy to certification@exceptionalchildren.org.

Employee Name: _____

Employer Name: _____

Dates Employed: _____ to _____

Position: _____

I certify that the employee named above was employed as indicated in a role whose main function was to provide transition services to students.

Signature

Printed Name

Role

Date