



TO: NNHS Parents and Guardians of Graduating Seniors with an IEP or 504 Plan

Self-Referral Link: <https://wr.dhs.illinois.gov/wrpublic/wr/dynamic/referral.jsf>

Dear Senior Students and Parents/Guardians:

As part of your student's transition process, we would like to offer them the opportunity to apply for services through the Illinois Department of Human Services, Division of Rehabilitation Services (DRS). DRS is the state's lead agency serving individuals with disabilities (IEP or 504). *DRS works in partnership with people with disabilities and their families to assist them in making informed choices to achieve full community participation through employment, education, and independent living opportunities.*

(<https://www.dhs.state.il.us/page.aspx?item=29736>).

Students who may benefit from DRS services include those seeking support with employment or pursuing further education and training. The state offers a range of resources, including financial assistance for college or training programs, as well as support with securing and maintaining employment. For students interested in educational support, please refer to the attached sample acceptance letter, which outlines the process and requirements.

We will be holding a virtual informational session with the DRS Representative. Specific information will be forthcoming once a date is secured.

To begin the process, please complete the online referral form at:

<https://wr.dhs.illinois.gov/wrpublic/wr/dynamic/referral.jsf>

Specific deadlines are outlined in the sample customer letter; please review the included information carefully.

If you have any questions or concerns regarding this process, please do not hesitate to call me at 630-420-5683 or email me at dmrozinski@naperville203.org.

Debrah H. Mrozinski

Naperville North High School
Learning Behavioral Specialist I & II





Dear Customer,

You are receiving this letter because you have a desire to receive sponsorship towards your college education from the Division of Rehabilitation Services (DRS). **DRS may be able to assist you with this endeavor however there are steps that must be taken to find you eligible for financial assistance as it is NOT automatically given; DRS is who makes the decision in this matter.** The most critical part of this process is the timely submission of the required documentation on your part. This information is needed every semester to be considered for DRS sponsorship, it is **required and not optional**. It is your responsibility (the customer) to supply this information, not the school though they can assist. It must be submitted by the designated deadline, unless you contact your counselor, requesting additional time to supply them. It is important that you understand, failure to supply the documentation in a timely fashion will result in non-payment towards your education by the Division of Rehabilitation for that semester, no exceptions will be made. **You, the customer, must have an identified vocational goal that requires post-secondary education.**

The required documentation that you must submit is as follows:

- ACT/SAT scores
- College Acceptance Letter (major must be declared and relates to intended vocational goal)
- HS Transcripts (Can be unofficial)
- Financial aid award/denial from school of choice
- Signed IPE (Individualized Plan for Employment)

Please submit these documents **at the same time** via email, mail, or fax, with the preferred method being email. **Deadline is December 1st for Spring admission, July 1st for Fall admission.**

Financial Explanation: As of Fall 2025 semester, DRS is no longer conducting a financial analysis. This means that submission of family tax documents are not necessary. DRS will still require the customer to pay their normal living expenses, and any amounts above DRS maximum amounts currently in place. Customers attending community college in the state of IL are eligible to have tuition completely covered. Customers attending public IL state universities, are eligible to be considered for majority of tuition coverage. Private/Out of State programs are subject to the financial maximums as determined by DRS for that school year.



After you submit your college checklist

If your DRS counselor has approved your funding request for your education, you need to submit the following:

- Copy of class schedule (Registration statement preferred)
- Itemized tuition bill
- Required book list from college bookstore website or syllabus

Prior to the start of school, the DRS counselor and the student will meet to complete the following:

- INDIVIDUALIZED PLAN FOR EMPLOYMENT form must show your college and who will pay what--signed and dated.
- NOTIFICATION OF TRAINING SERVICES APPROVED form signed each semester
- Read and understand INFORMATION AND INSTRUCTIONS FOR STUDENTS RECEIVING DHS-DRS FINANCIAL CONTRIBUTION form

Student must be aware of and understand the following rules:

- Student must fill out Financial Aid Application every year in January/February prior to next school year in order to continue school the following fall semester (i.e. January 2025 for Fall 2025 and Spring 2026 semester)
- Student is responsible in making an appointment and coming to see DHS-DRS counselor if they want to continue attending school for the following semester
- Student understands that he/she **must** inform DRS counselor before adding, dropping or withdrawing from a class
- Submit these documents each semester to continue funding:
 - Copy of class schedule
 - Itemized tuition bill
 - Required book list from college bookstore website
 - Previous semester grades

Thank you for your cooperation. Please submit documentation to both email addresses below.

Counselor: Risikat Abiola Akinmolayan
Email: Risikat.Akinmolayan@illinois.gov

Coordinator: Sandra Clouse
Email: SANDRA.CLOUSE@illinois.gov