

The Olive Branch Frisco

Pre-Evaluation Form

Thank you for your interest in being part of The Olive Branch Frisco. This application process allows the Admissions Committee, the citizen and the citizen's family to determine whether The Olive Branch Frisco can meet the needs of the citizen applying for admission. In order to determine eligibility, we have established the following requirements in order to complete the admissions process:

1. Complete the Pre-Evaluation form with appropriate signatures and submit to The Olive Branch Frisco with the non-refundable application fee of \$45. You can make checks out to The Olive Branch Frisco.(Application fee will be applied to the intake fees if The Olive Branch Frisco can meet your loved ones needs.)
2. Submit the following documents:
 - Most recent Full Individual Evaluation (FIE), Individual Education Plan (IEP), and/or Individual Transition Plan (ITP).
 - Guardianship paperwork
3. Interview and Initial Visit—Once the above information is received and reviewed, a decision will be made if the potential citizen will be invited for the next stage of the process which will include an onsite visit by the parent/guardian. You will schedule a 30 minute observation window to see what a day looks like at The Olive Branch. During this time we ask that you write down any questions, comments or concerns and do not interact with the instructors or citizens. In order for our citizens to maintain a high integrity of product, they and the volunteer instructors, need to stay focused on their task. We appreciate your understanding and compliance with this.
4. After the observation, a representative from The Olive Branch Frisco will contact you to set up a conference to discuss any questions or concerns you may have. If both parties agree that The Olive Branch Frisco can meet all needs (happy, healthy and safe) of the potential citizen, we will set up a trial work day for him/her.
5. Next, we will have you fill out the Intake Evaluation Form and send it in along with a nonrefundable \$135 to P.O. Box 6022 Frisco, Texas 75035. Once this is received we will review the paperwork and schedule the Citizen Intake Appointment with the parent and/or guardian. The citizen need not attend unless they are their own guardian.

Please email/mail the completed application and related documents to:

The Olive Branch Frisco

P.O. Box 6022

Frisco, Texas 75035

Email: sony@theolivebranchfrisco.org

www.theolivebranchfrisco.org

The Olive Branch Frisco does not discriminate on the basis of race, color, ethnicity, religion, age, or gender, in its admissions policy or programs. It is up to the discretion of the Admissions Committee as to who is accepted for admission to the program. All information you provide will be considered confidential. You can direct any questions to sony@theolivebranchfrisco.org or jill@theolivebranchfrisco.org.

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Section 1

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Email address: _____ Birth date: _____

Section 2:

List your interests, activities, special skills, and behaviors:

Section 3:

Last School Attended: _____ Current Grade (if in school): _____

Program (last special education program attended): _____

Eligibility listed in IEP: _____

Are you willing to provide a copy of your most recent IEP (Individualized Education Plan)? Yes No

FIE (Full and Individual Evaluation? Yes No

Section 4:

In case of an emergency, notify:

Name: _____ Relationship: _____

Address: _____

Phone number: _____

Section 5

I certify that the facts in this application are true and accurate to the best of my knowledge and I authorize investigation of all statements contained herein and contact with the references listed above to provide The Olive Branch Frisco with all appropriate information. I understand it is my responsibility to inform The Olive Branch Frisco of any changes in information which I have provided on this application.

Signature

Date

You can direct any questions to sonney@theolivebranchfrisco.org or jill@theolivebranchfrisco.org.