



Eligibility Guidelines for the 2021 Federal Quota Registration of Blind Students

Each infant, preschool, or school-aged student is required to have a signed parent permission form signed by the parent to be registered in the Federal Quota program. If a student is an adult (18 or older) and his or her own guardian, you do not have to get parent permission. In these cases, if the student is subject to FERPA and IDEA, the student will need to provide permission for release of personally identifiable information (PII).

In order for students to be eligible for registration in the Federal Quota Program, they must meet the requirements as outlined in the *Act to Promote the Education of the Blind*. Students must meet one of the following two categories:

- Meets the Definition of Blindness (MDB) - have a central visual acuity of 20/200 or less in the better eye with best correction (using the Snellen Chart) or a visual field of 20 degrees or less.
 - Functions at the Definition of Blindness (FDB) - when visual function meets the definition of blindness as determined by an eye care specialist (ophthalmologist or optometrist) or other medical doctor such as a neurologist. Students in this category manifest unique visual characteristics often found in conditions referred to as neurological, cortical, or cerebral visual impairment (e.g., brain injury or dysfunction).
- and
- Be enrolled in a formally organized public or private, nonprofit educational program of less than college level.
 - School-age students must be enrolled with the registering school or agency on the first Monday in January.

The educational programs providing services to these students can include public, private, and parochial schools. The school district of attendance reports each student who is legally blind.

There is no chronological age limit for eligibility. The federal law limits registration to persons working at less than college level, but places no restriction on the ages of eligible students.

Eligibility of Adults. Eligible adult students (over 21 years of age) are those who meet the definition of blindness and who are enrolled in instructional programs, at less than college level, for 20 documented hours per week. Adults with previous college experience but not currently enrolled in college may be registered in this category. Social and leisure programs do not qualify as instruction; however, student practice to develop skills can be included in instructional hours. Students must be enrolled throughout the previous calendar year for at least three months of instruction (an accumulation of 12 weeks); the 12 weeks do not have to be consecutive.



New - Eligibility of Infants Definition

•**Eligible infants (birth to three)** An infant can be registered if they meet the following three requirements:

- Are enrolled in a formally organized, regularly scheduled educational or training program and have a written education plan. An individualized family service plan (IFSP) or any other written plan may be used.
- Meet the definition of blindness. An infant can be registered with a note from their pediatrician, or any eye care specialist, stating the infant meets the definition of blindness since an actual acuity is impossible to obtain at this age. When the child turns three, a new, official eye report from their eye care specialist (optometrist/ophthalmologist), must be obtained with acuities to determine if they meet the definition of blindness, or from their neurologist if they function at the definition of blindness due to a brain injury.
- Parent permissions are required for all students in the birth to three age group.

Eligibility of Infants, Preschool Children, and Homebound Students. These students can be registered if they are enrolled in a formally organized program and have a written education plan.

Infants/Birth to three babies must be born on or before the first Monday in January. Babies must have a parent permission form on file and a note from their doctor stating the child is blind or visually impaired (MDB); or has a brain injury which caused the child to become blind or visually impaired (FDB). At age three, the regular eye report must be obtained to verify the child is MDB or FDB.

Eligibility of Students Who Are Home-Schooled. Eligible home-schooled students must meet guidelines and/or procedures in effect within each individual state and have a written education plan.

Primary Language. Report the student's primary language used for instruction in the classroom.

Students of Armed Services Personnel and those on Reservations who receive funding from the Bureau of Indian Affairs (BIA) can only participate in one federal program.

Free Form Entry. Cross reference twins, triplets, etc. to cut back on possible duplicates.

Definition of Required Information and Reporting Codes

Be sure to use the student's legal name for registration and requesting materials.

Name of pupil: Report each student's full name in this order: last name then first name (e.g., Doe John).

Do not report middle initial.

Do not submit a name with only the initial of the student's first name.



Do not use punctuation marks.

Date of birth: Give the student’s date of birth in numbers in this sequence: month, day, year (e.g., 01/02/2012).

Student Grade Placement

Please carefully review the chart of student placement categories, being certain the placement reported accurately reflects each student’s placement. Report the grade placement for each student using the appropriate code shown. Only these codes will be accepted.

Note: Students who exceed school-age as determined by respective state law must be registered as an adult student (Reporting Code “AD”).

Grade Placement Categories and Reporting Codes for Adult Students (This includes all eligible participants over school-age)

Reporting Code	Definition of Student Placement Categories
AD	Adult Students: Adults above school-age, as determined by state law, in educational programs of less than college level.

Note: The Federal Government requires that all students above the state’s age/grade limitation for high school (In Ohio, over 21 years of age per IDEA federal guidelines.) must be registered as adults.

Eligible adult students are those who meet the definition of blindness and who are enrolled in instructional programs, at less than college level, for 20 documented hours per week. Adults with previous college experience, but not currently enrolled in college may be registered in this category. Social and leisure programs do not qualify as instruction; however, student practice to develop skills can be included in instructional hours. Students enrolled throughout the previous calendar year for at least three months of instruction (an accumulation of 12 weeks). The 12 weeks do not have to be consecutive weeks.

Grade Placement Categories and Reporting Codes for
Preschool and School-Age Students
(This includes all eligible participants over school-age)

Reporting Code	Definition of Student Placement Categories
IP	Infants: Children of preschool age served by infant programs.
PS	Preschool Students: Children of preschool age served by preschool programs.
KG	Kindergarten Students: Children enrolled in kindergarten classes.
01...12	Students of School-age: Determined by state law, in regular academic grades 1 through 12; please indicate grade placement by



	using numerals 01 through 12.
AN	Academic Nongraded: Students of school-age, as determined by state law, who are working to acquire skills necessary for placement in a regular grade.
FC	Functional Curriculum Students: Students in grades 01-12 working toward a graduation certificate or non-traditional diploma.
TR	Transition Students: Students of school age, as determined by state law, in secondary instructional programs designed to supplement the traditional academic curriculum. Could include students in post-graduate programs at less than college level.
OR	Other Registrants: Students of school-age, as determined by state law, who do not fall into any of the above placements (e.g., students enrolled in classes for nonacademic students).

Measurement of Vision with Correction

- Vision measurements performed by an ophthalmologist or an optometrist (or other medical doctor such as a neurologist for FDB) must be on file for each student. These visual measurements are to be reported using only the codes listed below.
- Visual measurements must be current within three years (2017 or later). A reasonable exception will be made for persons who are totally blind or whose eyes have been enucleated or who have proven non changing eye conditions.
- The actual eye report form must be on file with the agency or school where the student attends in the event that an audit requires evidence of the student's visual measurement. Do not send copies of the student's eye report to the AT&AEM Center.
- Even in the case of a noncommunicative or nonresponsive student, there must be a verification that the student meets the definition of blindness as outlined in these instructions.
- Diseases of the eye are not acceptable reporting codes.

Vision Reporting Codes

Reporting Code	Visual Measurement
MDB	Meets the Definition of Blindness: a central visual acuity of 20/200 or less in the better eye with best correction (using the Snellen Chart) or a visual field of 20 degrees or less.
FDB	Functions at the Definition of Blindness: when visual function meets the definition of blindness as determined by an eye care specialist (ophthalmologist or optometrist) or other medical doctor such as a neurologist. Students in this category manifest unique visual characteristics often found in conditions referred to as neurological, cortical, or cerebral visual impairment (e.g., brain injury or dysfunction).



Primary Instructional Language of Learner

English (EN)	English.
Spanish (SP)	Spanish.
Other (OT)	Languages other than English and Spanish.

Reading Medium Codes

(Required Category)

PRIMARY READING MEDIUM (PRM)

The primary reading medium is to be reported for each student using the following reporting codes. Only these codes will be accepted.

Note: Infants and preschoolers identified as visual, braille, or auditory readers should be reported using the appropriate medium code.

Reporting Code	Primary Reading Medium (PRM)
V	Visual: Students primarily using print in their studies.
B	Braille: Students primarily using braille in their studies.
A	Auditory: Students use a reader or auditory materials to some extent.
SN	Symbolic/ Non-readers: students not working on or toward a readiness level; students who do not demonstrate traditional print or Braille reading potential (symbolic) readers); students do not fall into any of the above categories.
PRE	Pre-reader: Students working on or toward a readiness level; infants, preschoolers, or older students with reading potential.

SECONDARY READING MEDIUM CODES

In addition to listing a primary reading medium, please check all secondary reading medium so that a more accurate profile of student literacy can be tracked. Please list all that apply. Note: If a student's primary reading medium was coded as non-reader, the secondary reading medium must be coded as N/A.

Reporting Code	Secondary Reading Medium (SRM)
V	Visual: Students use print to some extent.
B	Braille: Students use braille to some extent.
A	Auditory: Students use a reader or auditory materials to some extent.
N/A	Not Applicable: Nonreaders, prereaders, or students with no additional reading media.



OTHER READING MEDIUM CODES

Reporting Code	Other Reading Medium (ORM)
V	Visual: Students use print to some extent.
B	Braille: Students use braille to some extent.
A	Auditory: Students use a reader or auditory materials to some extent.
N/A	Not Applicable: Nonreaders, prereaders, or students with no additional reading media.