

THE IEP PROCESS

REQUEST FOR EVALUATION

Parent makes written request for an evaluation which must be completed within 30 calendar days from the date the school receives the request

SCHOOL SAYS NO

School system may decide that an evaluation is not needed and must put its decision in writing.

APPEAL

Parents can request mediation or a due process hearing.

INDEPENDENT EVALUATION

If parents disagree with the results of the assessments, they can request an independent evaluation.

SCHOOL SAYS YES

School system agrees to perform the evaluation and orders assessments. Parents must give written consent for the child to be tested.

ASSESSMENTS

Assessments must be completed and team must meet to review the assessments within 60 calendar days from parental consent. Parents can request mediation or a due process hearing if they disagree with the assessments or if the IEP team denies eligibility.

DEVELOP IEP

Team must meet and develop the IEP within 30 calendar days of the meeting when assessments are reviewed and eligibility was determined. Parents can request mediation or a due process hearing if they disagree with the proposed IEP.

IMPLEMENT

IEP is implemented no more than 7-10 calendar days from the IEP meeting.

REVIEW

IEP must be reviewed once per year and a reevaluation must be considered every 3 years.