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Public notice describing special education programs and how to request evaluation

Annually

Oral Request for Evaluation by Parent

When an oral request is made to any school professional or administrator, the school entity must provide the Permission to Evaluate-Evaluation Request Form to the parents.

Within 10 calendar days

Evaluation

Time to conduct evaluation and complete report after informed consent received from parent

* Exception-summer break

60 calendar days

Time prior to IEP meeting for evaluation report to be issued

At least 10 school days (can be waived if parent agrees)

Individualized Education Program (IEP) Time following evaluation report to develop IEP

Time from development of IEP to implementation

Review of IEP

Within 30 calendar days

ASAP or within 10 school days

At least annually
Note: If the LEA knows or
should know that a child has
an inappropriate IEP then it
must be corrected immediately.

Oral Request for Reevaluation by Parent

When an oral request is made to any school professional or administrator, the school entity must provide the Permission to Reevaluate-Reevaluation Request Form to the parents.

Within 10 calendar days

Reevaluation

All students except those with mental retardation (MR)/an intellectual disability

Students with MR/ intellectual disability

Must be reevaluated at least once every 3 years (can be waived if parent and LEA agree)

Must be reevaluated at least once every 2 years (cannot be waived)

Note: Summer due dates of a Reevaluation Report are not excused from 2- or 3-year required timeline.

