

Special Education Process Timeline

	15 DAYS		AT LEAST 15 DAYS	60 DAYS				ASAP	1 YEAR
STUDENT STUDY TEAM(S)	REFERRAL	ASSESSMENT PLAN	INFORMED CONSENT	RECEIPT OF PARENT/ GUARDIAN CONSENT	MULTIDISPLINARY ASSESSMENT BEGINS	IEP TEAM MEETING	DEVELOPMENT OF IEP	IMPLEMENTATION OF IEP	ANNUAL REVIEW OF IEP
	By parents/ guardians and teacher	Give plan to parent/guardian for informed consent	Notice of Parent/Guardian Rights	Assessment begins when parent/guardian written permission is received	Review Records	Determine Eligibility for special education services (if eligible, go to next column)	Provide parent/ guardian with notice or rights	Provide instruction and necessary related services	Review of IEP
	Stating reason for referral in writing	Reason for assessment	Parent/guardian permission to test in writing		Review medical, developmental, academics information		Develop goals & objectives		Review of teacher (s)/ specialists(s) Reports(s)
		The language the assessment will be administered			Observations		Determine related services needed		Modify or add goals & objectives
		Type of test or procedures to be used			Conduct test in areas of concern		Determine placement		Determine appropriate services and/or placement
		Who will conduct assessments			Write Report		Obtain parent/ guardian informed consent		Parent/guardian informed consent and Notice of Rights