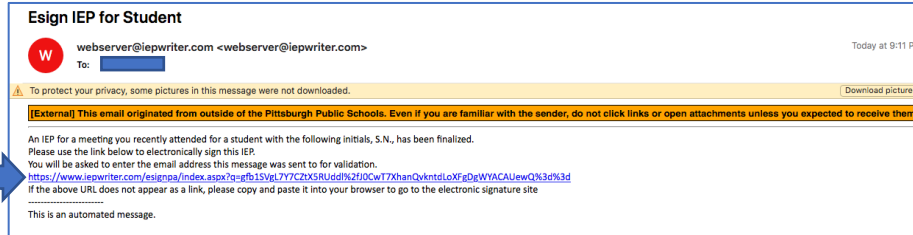


E-Sign Individual Education Plan (IEP): The Parent View

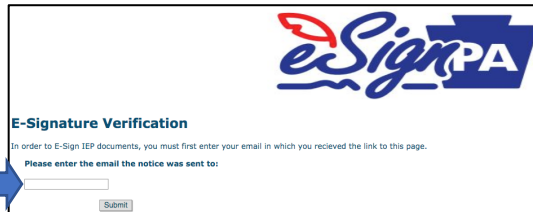
After the IEP is **finalized** and the Parent/Guardian(s) email is listed to receive the correspondence, an email is sent to the Parent/Guardian(s)

1. Parent/Guardian receives an E-sign email from webserver@iepwriter.com

2. Parent clicks on blue link or copies and pastes into a browser

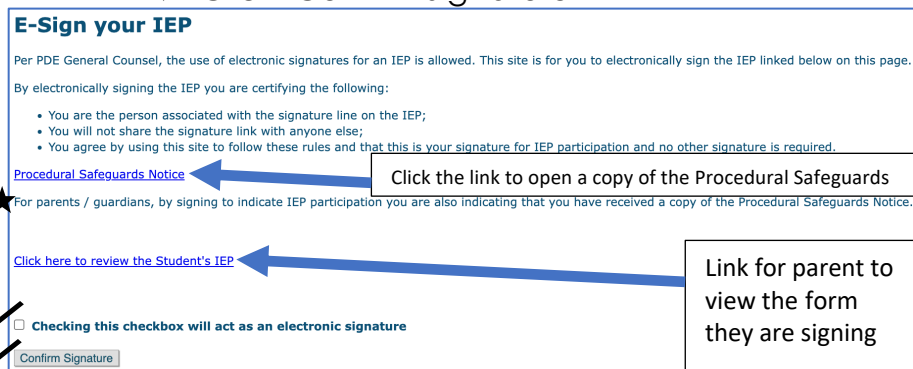


3. Parent/Guardian enters the same email address used to send the link and clicks "Submit"



4. Parent/Guardian must

- ★ Please note that you are signing for receiving the procedural safeguards and IEP attendance
- √ check the electronic signature box
- √ Click "Confirm Signature"



5. Screen the Parent/Guardian sees after e-signing.

