## E-Sign Agreement to Waive Reevaluation (AWR): The Parent View

After the AWR 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

- $\sqrt{}$  check the "Yes" to agree or "No" to not agree to waive a reevaluation
- $\sqrt{1}$  type in a phone number
- $\sqrt{}$  check the electronic signature box
- √ Click "Confirm Signature"



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

Includes a link to view the completed document.
Agreement to Waive Reevaluation (AWR) has been signed
Thank you for signing the AWR. You may close the page.
You can download a copy of the AWR by clicking the link below.
Click here to review the Student's AWR
Link for parent
to view the form
they have signed