State Support Team 11

Special Education Timelines:
A Reference Guide for Families

REQUEST FOR INITIAL EVALUATION

Either a parent /guardian OR a public agency may initiate a request for an evaluation to determine if the student is a child with a disability.



Within 30 calendar days of the request for evaluation, the district of residence must do one of the following:

- Obtain parental consent for an initial evaluation OR
- Provide prior written notice (commonly referred to as a PWN or a PR-01) stating that the district will not conduct an evaluation and outlining their reasons why

GUARDIAN GIVES CONSENT FOR EVALUATION

The evaluation must be conducted within 60 calendar days of receiving parental consent



Documents to look for:

- Consent for Evaluation
- Planning Form
- Eligibility Determination/ETR
- Prior Written Notice

IF A DISABILITY IS PRESENT, AN IEP IS DEVELOPED

Within 30 calendar days of the ETR meeting, an Individualized Education Program (IEP) must be developed and presented to the parent / guardian.



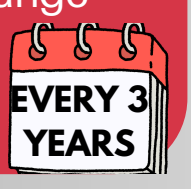
PROGRESS MONITORING

All students receiving specially designed instruction via an IEP should have progress towards their IEP goals reported to the parent/guardian AT LEAST each time grades are issued to the general student population.

Additional Timelines

The school district must reevaluate the student at least triennially (every 3 years), OR

- if the parent or teacher requests a reevaluation
- in order to make a change in disability category



The school district must review the IEP at least annually (once per calendar year), but a parent or other IEP team member may request additional review at any time.



Looking for more information and/or resources?
Visit the Ohio Department of Education and Workforce webpage for families at
https://education.ohio.gov/Topics/Special-Education/Families-of-Students-with-Disabilities