The Special Education Reevaluation/IEP Process

This flowchart shows the basic steps to be followed and the decisions to be made by local educational agencies (LEAs) to meet the requirements for reevaluation and development of Individualized Education Programs (IEPs) for students with disabilities when the request is initiated by the LEA. It is not meant to replace the IDEA or Chapters 14 and 711 of the Pennsylvania Regulations. For more detailed information about the reevaluation process, refer to the annotated Reevaluation Report available at www.pattan.net. Reevaluation is required every 3 years unless it is waived by both LEA and parent(s). In Pennsylvania, a reevaluation for students with an intellectual disability is required every 2 years and cannot be waived.
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Parent Initiated Request

Is the request in writing?

- Yes
  - Does the LEA agree with the request for a reevaluation?
    - Yes
      - Issue Permission to Reevaluate—Reevaluation Request Form
    - No
      - Issue Notice of Recommended Educational Placement/Prior Written Notice and Procedural Safeguards Notice
  - No
    - Go to the other side and begin at the *

- No
  - Does the LEA agree with the request for a reevaluation?
    - Yes
      - Issue Permission to Reevaluate—Reevaluation Request Form
    - No
      - Go to the other side and begin at the *