

**PERMISSION TO REEVALUATE /  
AGREEMENT TO WAIVE REEVALUATION: ANNOTATED**

\*\*\*\*\* School Age

Date:

**ANNOTATION:**

The Date indicated above refers to the date the review of existing evaluation data was completed by all members of the IEP team (including the parents).

Student's Name:

Name and Address of Parent/Guardian:

Dear \_\_\_\_\_ :

The law requires a reevaluation to be conducted at least once every three years, unless the parent and local education agency (LEA) agree that a reevaluation is unnecessary. Students with mental retardation **must** be reevaluated every two years.

The LEA is recommending that a reevaluation is unnecessary at this time because:

**ANNOTATION:**

When the LEA recommends that a reevaluation is not necessary, this box is checked and the reasons for this determination must be noted. For example, the LEA may recommend that a reevaluation is not necessary because the child is close to graduating, or the child's ongoing progress monitoring data indicate that the child is making expected progress. However, the parent must be in agreement with this decision to waive the reevaluation requirement. If the parent indicates written agreement below, no reevaluation is necessary. This documents that the requirement to reevaluate has been met. This option is not available for parents of children with mental retardation, as they must be reevaluated every two years.

**OR**

We are planning to reevaluate your child for the following reason(s):

- The IEP team has reviewed existing evaluation data concerning your child and made the recommendation that there is a need for additional data.
- Parent request for reevaluation.
- Teacher request for reevaluation.
- Other (Please specify):

**ANNOTATION:**

When the LEA recommends that a reevaluation is necessary, indicate the reason by marking the appropriate box. The first option is checked when, after reviewing the existing records, the IEP team, including the parent(s), has determined that additional data are needed. One of the other options is checked when a reevaluation is requested by the parent, teacher or other entity.

Parental consent is not required before reviewing existing evaluation data as part of an evaluation or a reevaluation, or before administering a test or other evaluation that is administered to all children unless consent is required of parents of all children. The screening of a student by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation is not considered to be a reevaluation for eligibility for special education and related services and, as such, does not require parental permission.

In the reevaluation, we will review your child's educational needs and strengths as shown by academic achievement and functional performance, a review of existing data, current classroom-based observations and evaluations, local and state assessments, and information from you. Specific types of assessment tools, tests and procedures that will be used in the evaluation include the following:

**ANNOTATION:**

This section should include specific types of tests, not the names of the tests. Types of assessment tools, tests and procedures may include, but are not limited to: a test of cognitive ability, reading and/or math assessments, functional behavioral assessment (FBA), classroom observation, age-appropriate vocational assessment. The information in this section should be individualized for each child and should directly relate to the reasons for referral.

We request your consent to conduct this reevaluation. Consent is needed before we can begin. However, please be aware that after reasonable attempts if we have not received your response we are permitted by law to proceed with the reevaluation.

A multidisciplinary team will conduct the reevaluation. As parent(s), you are a member of the team. If a team meeting is held, you will be invited. Information from you is to be considered by the team as part of the reevaluation process. If you want to send written comments, please do so.

The multidisciplinary team must determine whether your child continues to be in need of and eligible for special education and related services. This information will be outlined in an Evaluation Report (ER) and, if your child continues to need special education, recommendations will be given to the Individualized Education Program (IEP) Team. The reevaluation report is to be completed and a copy of the report is to be presented to you no later than 60 school days (60 calendar days for charter schools) after we receive your written consent to reevaluate

The reevaluation is proposed for the following date(s):

**ANNOTATION:**

The LEA must indicate when the evaluation (not just a particular test or assessment) will be conducted by giving a specific date or a range of dates. School districts must complete the evaluation within 60 school days of receipt of this form giving consent. Charter schools must complete the evaluation within 60 calendar days of receipt of this form giving consent.

