

## Discontinuation of Services

Sometimes students need to be unenrolled from Section 504. To discontinue services once they've started, you can complete discontinuation documentation.

### Student is moving to special education

**Steps** *To unenroll a student from Section 504:*

1. Create a **Section 504: Discontinuation**.
2. Enter in meeting date and effective date.
3. Sign the document and share it with the parents so they may add their signature.
4. Mark the document complete.

## Other cases

If the student is found to be NOT eligible in the **Section 504: Evaluation**, they will be unenrolled from the program.

If a parent denies consent for evaluation in a **Section 504: Parent Consent** or does not give permission for the plan to be implemented in the **Section 504: Plan**, the student will be unenrolled from the program.