samegoal

Special Education Deadlines

Special Programs deadline tracking calculates upcoming document deadlines directly from existing documents as they are completed. **Below are documents and criteria used to calculate a student's deadlines for Special Education in Pennsylvania.**

Initial Workflow Deadlines

Deadline	Placed When	Due	Requirements
1. Prior Written Notice for Initial Evaluation and Request for Consent Form must be sent within 10 calendar days after referral.	"Referral for Initial Evaluation" with "Date Received" populated	10 calendar days after referral received ("Date Received")	Either • "Prior Written Notice for Initial Evaluation and Request for Consent Form" for which "Date Sent" satisfies due date • "NOREP/PWN" with "Type of action taken" is "Refusal to initiate an evaluation" and "Date Sent" satisfies due date
2. Evaluation Report must be completed within 60 calendar days after	"Prior Written Notice for Initial Evaluation and Request for	60 calendar days after consent received ("Date of Receipt")	"Evaluation Report" • "Date of Report"

receipt of consent for evaluation (timeline does not include summer break).	Consent Form" has "Date of Receipt" populated and "Please consider the following options:" is "I give consent..."		satisfies due date
3. Invitation to Participate in the IEP Team Meeting or Other Meeting must be sent within 30 calendar days after evaluation report.	"Evaluation Report" has "Date of Report" populated and "6. CONCLUSIONS" is "C. The student... is eligible for special education."	30 calendar days after evaluation report ("Date of Report")	"Invitation to Participate in the IEP Team Meeting or Other Meeting" • "The purpose of this meeting is to:" includes "Develop an IEP" • "Date Sent" satisfies due date
4. IEP meeting must be held within 30 calendar days of initial evaluation report.	"Evaluation Report" has "Date of Report" populated and "6. CONCLUSIONS" is "C. The student... is eligible for special education."	30 calendar days after evaluation report ("Date of Report")	"Individualized Education Program" • "IEP Team Meeting Date" satisfies due date
5. NOREP/PWN (indicating initial provision) must be sent within 30 calendar days of initial evaluation report.	"Evaluation Report" has "Date of Report" populated and "6. CONCLUSIONS" is "C. The student... is eligible for special education."	30 calendar days after evaluation report ("Date of Report")	"Notice of Recommended Educational Placement/Prior Written Notice" • "Type of action taken:" includes "Proposes initial provision of special education and

			related services" • "Date Sent" satisfies due date

Recurring Workflow Deadlines

Deadline	Placed When	Due	Requirements
6. Invitation to Participate in the IEP Team Meeting or Other Meeting must be sent within 1 year less one day of prior IEP.	"Individualized Education Program" has "IEP Team Meeting Date" populated	1 year less one day of prior IEP ("IEP Team Meeting Date")	"Invitation to Participate in the IEP Team Meeting or Other Meeting" • "The purpose of this meeting is to:" includes "Develop an IEP" • "Date Sent" satisfies due date
7. IEP meeting must be held within 1 year less one day of prior IEP.	"Individualized Education Program" has "IEP Team Meeting Date" populated	1 year less one day of prior IEP ("IEP Team Meeting Date")	"Individualized Education Program" • "IEP Team Meeting Date" satisfies due date
8. Prior Written Notice for Reevaluation and Request for Consent Form must be sent within 3 years*	Either • "Evaluation Report" has "Date of Report" populated and "6. CONCLUSIONS" is	3 years less one day of prior (either of the following) • Evaluation report ("Date of Report")	Either • "Prior Written Notice for Reevaluation and Request

less one day of prior evaluation report or agreement to waive reevaluation.	"C. The student... is eligible for special education" OR • "Reevaluation Report" has "Date of Report" populated and "II. DETERMINATION.." is "1A" or "2A" • "Agreement to Waive Reevaluation" has "Date of Receipt" populated and "Please check..." is "1. Yes, I agree..."	• Reevaluation report ("Date of Report") • Agreement to waive reevaluation ("Date of Receipt")	for Consent Form" in which "Date Sent" satisfies due date OR • "Agreement to Waive Reevaluation" in which "Date Sent" satisfies due date
9. Reevaluation Report must be completed within 3 years* less one day of prior evaluation report or agreement to waive reevaluation.	Either • "Evaluation Report" has "Date of Report" populated and "6. CONCLUSIONS" is "C. The student... is eligible for special education" OR • "Reevaluation Report" has "Date of Report" populated and "II. DETERMINATION.." is "1A" or "2A" • "Agreement to Waive Reevaluation" has "Date of Receipt" populated and "Please check..." is "1. Yes, I agree..."	3 years less one day of prior (either of the following) • Evaluation report ("Date of Report") • Reevaluation report ("Date of Report") • Agreement to waive reevaluation ("Date of Receipt")	Either • "Reevaluation Report" in which "Report Date" satisfies due date OR • "Agreement to Waive Reevaluation" in which "Date Sent" satisfies due date

Exiting Workflow Deadlines

Deadline	Placed When	Due	Requirements
10. NOREP/PWN (indicating refusal to change) must be sent within 10 calendar days of initial evaluation determining child ineligible.	"Evaluation Report" has "Date of Report" populated and "6. CONCLUSIONS" is "A" or "B"	10 calendar days after evaluation report ("Date of Report")	"Notice of Recommended Educational Placement/Prior Written Notice" • "Type of action taken:" includes "Refusal to change..." • "Date Sent" satisfies due date
11. NOREP/PWN (indicating exiting special education) must be sent within 10 calendar days of reevaluation determining child ineligible.	"Evaluation Report" with "Date of Report" populated and "II. Determination..." is "1B", "1C", "2B" or "2C"	10 calendar days after reevaluation report ("Date of Report")	"Notice of Recommended Educational Placement/Prior Written Notice" • "Type of action taken:" includes "Exiting special education" • "Date Sent" satisfies due date

** Reevaluation is due every 2 years (rather than 3) when a student has an Intellectual Disability.*