samegoal

Revocation of Consent

Discontinuation documentation

If a parent revokes their consent for their child to receive special education services, the student will need to be unenrolled from the program.

Steps *To complete discontinuation documentation:*

1. Create a **Prior Written Notice**.
2. Select a purpose of **propose** to **initiate** the **cessation of the provision of special education and related services due to the parent's revocation of consent for services**.
3. When this is selected, an additional section in the form will become required. Click **add Revocation of Consent for Special Education Services**.
4. Fill out the form and share it with the parents.
5. The parents must then respond and sign off that they understand the consequences of revoking their consent.
6. When the parents respond, mark the document complete.

When the PWN is completed, the student will be unenrolled from special education.