

Assessment and IEP Timeline

Referral	Assessment Plan	Informed Consent	Complete Assessment & Hold IEP Team Meeting	Development and or Implementation of IEP	IEP Review
Verbal or Written Referral from Parent, School Staff or Community	From LEA	From Parent	LEA responsible	By LEA	By LEA
	Within 15 Days	At Least 15 Days	Within 60 Days of Consent (not including days between regular school sessions or vacation in excess of 5 school days)	Immediately	Annually

Education Code – California Code of Regulations – (CCR) Title 5

CCR 3021. Referral: All referrals for special education and related services shall initiate the assessment process and shall be documented. When a verbal referral is made, staff of the school LEA, SELPA, or county office shall offer assistance to the individual in making a request in writing, and shall assist the individual if the individual requests such assistance.

