

## Michigan Special Education One Pager: Timeline for Initials

Initial evaluations and initial individualized education programs (commonly referred to as 'initials') are activities undertaken for a child who is not currently receiving special education services.

These special education policies are required under the Individuals with Disabilities Education Act (IDEA) and the Michigan Administrative Rules for Special Education (MARSE).

To learn more, visit Michigan’s Department of Education Office of Special Education website and review the [Annual Performance Report and State Performance Plan](#). For an overview of the State Performance Plan Child Find Indicator 11, visit the [CIMS training website](#).

<b>Activity</b>	<b>Timeline</b>
<p><b>Public Awareness</b> School districts must inform the public about the available special education programs and services and how to access those programs and services. This is part of the district’s Child Find responsibility.</p>	<p><b>Annually; Ongoing</b></p>
<p><b>Request for Initial Evaluation</b> When a child is suspected of having a disability, a written request for an initial evaluation is submitted to school district personnel.</p>	<p><b>Anytime</b></p>
<p><b>Parental Consent to Evaluate</b> When a request for an initial evaluation is received, the district must request parental consent to evaluate a child suspected of having a disability.</p>	<p><b>Within 10 school days</b> Counted from the date the district receives the request.</p>
<p><b>Evaluation</b> A Multidisciplinary Evaluation Team (MET) conducts the initial evaluation.</p>	<p><b>Within 30 school days*</b> Counted from the date the district receives the Parental Consent to Evaluate to the offer of a FAPE (the time to complete the Evaluation is days). *If the parent and the district agree, the timeline for initial activities may be extended beyond 30 school days.</p>

<b>Activity</b>	<b>Timeline</b>
<p><b>Individualized Education Program {IEP}</b> The IEP Team is convened to determine eligibility or ineligibility. If eligible, the team develops the child's IEP. The IEP is completed when the district makes an offer of a Free Appropriate Public Education (FAPE) to the child's parent.</p>	<p><b>Within 30 school days*</b> Counted from the date the district receives the Parental Consent to Evaluate to the offer of a FAPE (the time to complete the Evaluation is days). *If the parent and the district agree, the timeline for initial activities may be extended beyond 30 school days.</p>
<p><b>Notice to Parent of Intent to Implement</b> The public agency provides written notice to the parent about where and when the district intends to implement the IEP.</p>	<p><b>Within 7 school days</b> Counted from the date of the IEP meeting</p>
<p><b>Parental Consent for Provision of Programs and Services</b> Parent consent is required before special education programs and services are provided to a child for the first time.</p>	<p><b>Within 10 school days</b> Counted from the date the district initiates delivery of the Notice to Parent of Intent to Implement.</p>
<p><b>Implementation</b> The district implements the child's IEP.</p>	<p><b>Within 15 school days*</b> Counted from the date of the Notice to Parent of Intent to Implement. *If the parent and district agree, the timeline for implementing the IEP can be extended.</p>