# IEP Changes Matrix

<table>
<thead>
<tr>
<th>Reevaluation</th>
<th>Review</th>
<th>Amendment</th>
</tr>
</thead>
</table>
| **When is it Required** | • Every 3 years  
• When exit from all special education services is being considered by the IEP team because the individual may no longer be eligible *(Note: not required for graduation)*  
• When requested by parent or teacher  
• IEP team determines reevaluation is needed | • At least annually  
• When requested by parent or team | • Not required, but can be used to make changes in student's program |
| **Type of Changes Permitted** | • Change of placement  
• LRE  
• Goal areas  
• Services to be provided  
• Virtually any other change is permitted | • Change of placement (other than exit)  
• LRE  
• Goal areas  
• Services to be provided  
• Virtually any other change is permitted | • Change in placement (other than exit)  
• LRE  
• Goal areas  
• Services to be provided  
• Virtually all other change is permitted |
| **Documentation Requirements** | • Consent for Notice of Reevaluation. Parent signature required if additional assessment information is to be collected  
• Meeting Notice  
• New IEP (Reevaluation)  
• Reevaluation questions in IEP – documentation of data used to make decisions and justify changes  
• Prior Written Notice of Proposed/Refused Action | • Meeting Notice  
• New IEP (review)  
• Prior Written Notice of Proposed/Refused Action – documentation of data used to make decisions and justify changes | • Meeting Notice (if a meeting is held)  
• “Amendment” IEP  
• Prior Written Notice of Proposed/Refused Action – documentation of data used to make decisions and justify changes |
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<tbody>
<tr>
<td><strong>Is a Meeting Required?</strong></td>
<td>• Yes</td>
<td>• Yes</td>
<td>• Not required but a meeting must be held if either parent or agency requests it</td>
</tr>
<tr>
<td><strong>New IEP Written?</strong></td>
<td>• Yes</td>
<td>• Yes</td>
<td>• No (web-IEP “Amendment IEP” is created.) Selected portions of existing IEP are unlocked and edited</td>
</tr>
</tbody>
</table>
| **Duration of IEP**            | • No more than one year  
• Reevaluation date (web IEP) “rolls ahead” three years | • No more than one year  
• Reevaluation date remains three years from last evaluation | • Reevaluation date remains three years from last evaluation  
• “Duration from” date changes  
• “Duration to” date remains the same as existing IEP |