



Student:	Student UID#	DOB:
School:	Grade:	Age:

## REQUEST TO EXCUSE REQUIRED IEP TEAM MEMBER(S)

Dear:

Date:

Prior to the excusal of an IEP Team member from an IEP Team meeting, the parent/guardian and/or student have to agree that the team member may be excused. The LEA is proposing to excuse an IEP Team member(s) from the IEP Team meeting currently being planned.

This is a written request for your agreement to excuse an IEP Team member(s). The conditions of this proposal are listed below.

The following required members of the IEP team will not attend the meeting; however, they will participate by providing written input to all team members ***prior to the meeting.***

Name	Consent Decision	
Special Education Teacher/Provider	Yes	No
General Education Teacher	Yes	No
Interpreter of Instructional Implications of Evaluation Results	Yes	No
LEA Representative	Yes	No

The following required members of the IEP Team will not attend the meeting because the member's area of the curriculum or related services is not being modified or discussed during the meeting.

Name	Consent Decision	
Special Education Teacher/Provider	Yes	No
General Education Teacher	Yes	No
Interpreter of Instructional Implications of Evaluation Results	Yes	No
LEA Representative	Yes	No

Signature: \_\_\_\_\_

Date:

So that the meeting arrangements can be confirmed, please return this signed form to:

EC Case Manager:

School:

Email:

Phone:

C: EC File, Parent/Guardian

Student ID#: