

NOTICE OF INSUFFICIENT INFORMATION FOR ELIGIBILITY DETERMINATION

Privacy Act Notice: Authority to Collect Information: 20 U.S.C. 927(c) and 10 U.S.C. 2164(f), as amended; E.O 9387; the Privacy Act of 1974, as amended, 5 U.S.C. 552a. **Principal Purpose:** The information will be used within the DoD to determine the services to be provided to a student to assist the child to receive a free appropriate public education. **Disclosure** to the Agency of the information requested on this form is voluntary; but failure to provide all requested information may result in the delay or denial of student services. DoDEA may disclose information requested in this form to other DoD activities and contracted service providers who require the information to deliver educational services to the child and for valid medical, law enforcement or security purposes, or for use in litigation concerning the delivery of student. **Routine Uses:** Disclosure of information contained in this form is authorized outside the DoD in accordance with the "Blanket Routine Uses" described at the beginning of the Office of the Secretary of Defense's compilation of systems of records notices, published at <http://www.defenselink.mil/privacy/notice/osd>.

Dear Parent(s):

Your child, _____, has enrolled in our school with an Individualized Education Program (IEP). Based on the records we have received, there is insufficient data to determine eligibility for special education in the Department of Defense Education Activity (DoDEA) schools. Until your child's eligibility is determined by the Case Study Committee (CSC) according to DoDEA criteria, the school will provide special education services to be based where possible on the incoming IEP along with the decisions reached at today's meeting.

A review of your child's records from his/her previous school and/or a multidisciplinary evaluation is being requested to provide information that will allow the CSC to determine eligibility under regulations governing DoDEA schools. If it is determined that your child meets eligibility requirements, then your child may continue to receive special education services and an IEP will be developed. Both eligibility determination and IEP development will include your participation.

Should the CSC determine that your child does not meet these eligibility requirements, an IEP will not be developed and special education services will be discontinued. Modifications and adaptations for the general education classroom will be recommended, if appropriate.

Signature of Administrator/Designee _____ Date _____

I acknowledge that I have received a copy of DoDEA Parents Rights and Responsibilities and agreed to accept the conditions of enrollment in the special education program that this notice documents.

In order for DoDEA to establish that my child meets the eligibility requirements for special education, I understand that I must authorize the staff to request records from the previous school. I also understand that based on the incoming information, it may be necessary for me to sign the Parent Permission for Evaluation form.

Signature of Parent/Guardian _____ Date _____

Distribution:

____ Copy to parent
____ Original attached to incoming IEP