Non Department of Defense Schools Program (NDSP):
Child Find Information

Child Find is an ongoing process used by DoDEA and the military departments to actively seek and identify individuals (from birth to age 21, inclusive) who are eligible to receive special education and related services.

If you, your child’s school or your child’s doctor are concerned with your child’s learning and/or development, please contact your Education Specialist for your region. If your child’s school or doctor is recommending formal evaluations, provide documentation (such as a letter from the school or medical report/letter from the doctor) to NDSP to review when you initially contact your Education Specialist. Your Education Specialist will work with you to gather information regarding your concerns and determine if evaluations are needed to establish if your child would qualify for special education and related services. Please note all services including formal evaluations MUST be pre-authorized by your Education Specialist to be reimbursable by the Non DoD Schools Program.

Americas: NDSP.education.americas@am.dodea.edu
910-451-2575 Ext. 115 (stateside)

Europe: NDSP.education.europe@eu.dodea.edu
+49 (0) 611 143 545 1535/1537/1538

Pacific: NDSP.education.pacific@pac.dodea.edu
011-81-611-744-5677 (Outside Japan)

A Preschool Screening can help parents determine how their child (age 3-5) is developing in comparison to other children the same age. If a child has weaknesses, or is delayed in one or more of the areas listed on page two of this brochure, then he/she can be referred for further testing. A child may also need to be referred for additional testing for other suspected delays and/or disabilities. The additional testing is more comprehensive and will determine if the delay is significant enough to qualify for special education or if the child is within the typical range. If additional testing is not needed, the parents may want to work with the Education Specialist to determine some additional skill building activities at home to prepare their child for Kindergarten.

Pre-Referral Process: The pre-referral process begins when a child is having difficulty learning or difficulty in an area of development such as communication or social/emotional skills. This process is used to gather background information, determine strengths and weaknesses of the learner and often interventions or additional interventions are provided during this time period before a formal referral (assessment plan) might be completed for special education. During the pre-referral process, the Education Specialist will ask you for certain documents to help determine your child’s learning needs such as a report card, school learning plan and letter from your child’s school (on school letterhead) requesting the formal testing.

Assessment Process: If after gathering pre-referral information, there is enough documentation to move forward with formal evaluations to determine if a child qualifies for special education services, the sponsor will need to complete an Exceptional Family Member Program (EFMP) Enrollment form to alert the EFMP that their child is in the process of being assessed for special education services.