

**WRITTEN NOTICE**  
**Educational Evaluation**

Student Name: \_\_\_\_\_

Date of Conference: \_\_\_\_\_

This is a written notice provided to the parent proposing or refusing to conduct an educational evaluation.

The Public Agency is proposing to conduct the evaluation.

The Public Agency is refusing to conduct the evaluation.

1. Description of each evaluation procedure, assessment, record, report and any other factor.

2. Description of proposed evaluation procedures (Assessment areas and evaluation techniques).

- 3.

4. An explanation of how to request a copy of the evaluation report or to request a meeting to discuss the results has been given.

5. A parent of a student with a disability or suspected disability has protection under the procedural safeguards. A copy of the notice of procedural safeguards has been provided to the parent. The notice of procedural safeguards contains a list of sources for parents to contact to obtain assistance.