

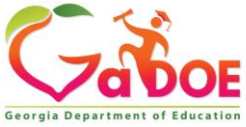
Type Name of School District Here
Section 504 Evaluation Timeline

SECTION 1 – STUDENT INFORMATION

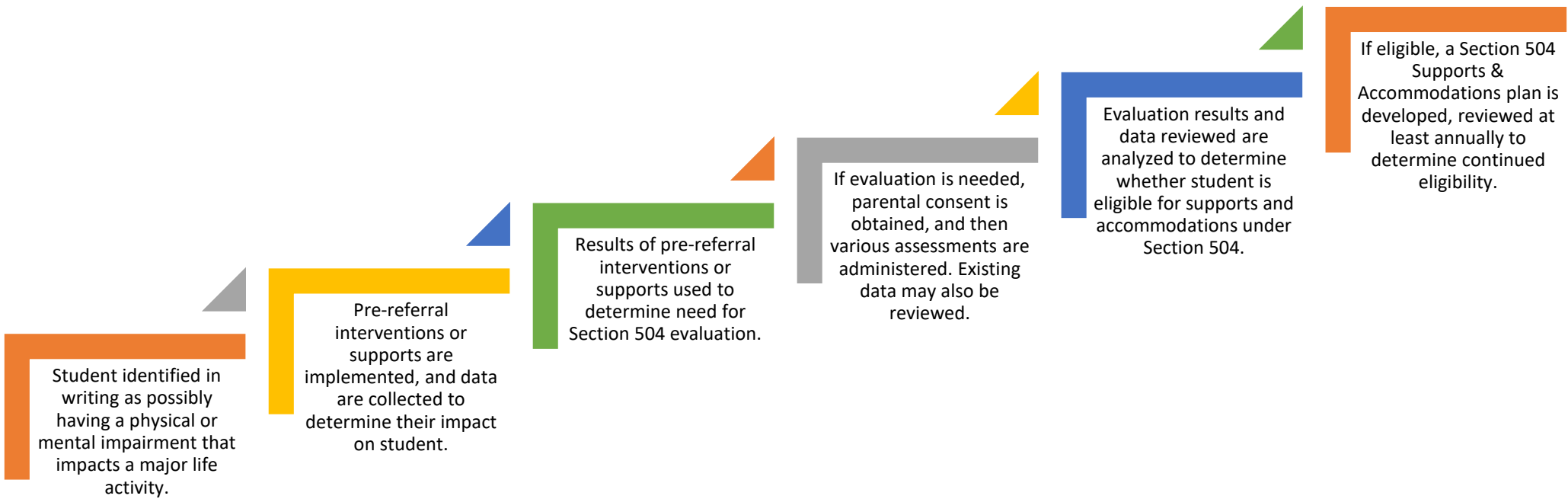
Student Name	GTID	Birthdate
School	Grade	Today's date
Parent/Guardian	Name of person recording timeline activities	

SECTION 2 – SECTION 504 EVALUATION TIMELINE

Section 504 Evaluation Steps	Date
Parent or LEA staff member identifies a student who has a suspected or reported impairment and submits written request for Section 504 pre-referral process to begin.	
Pre-referral interventions and/or supports are implemented to address reported areas of concern.	
Pre-referral interventions and/or supports implementation completed.	
Parent consent for evaluation obtained for additional assessments, if needed.	
Pre-referral data are reviewed along with other sources of information, including but not limited to medical reports, psychologist assessments, grades, parent input, teacher observations, to determine student's eligibility.	
If NOT eligible, the 504 eligibility process is halted and parents are provided Section 504 Procedural Safeguards.	
If eligible, parents are provided (1) Notice of Rights of Students and Parents Under Section 504, and (2) Section 504 Procedural Safeguards.	
Section 504 Supports & Accommodations Plan is developed.	



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Student identified in writing as possibly having a physical or mental impairment that impacts a major life activity.

Pre-referral interventions or supports are implemented, and data are collected to determine their impact on student.

Results of pre-referral interventions or supports used to determine need for Section 504 evaluation.

If evaluation is needed, parental consent is obtained, and then various assessments are administered. Existing data may also be reviewed.

Evaluation results and data reviewed are analyzed to determine whether student is eligible for supports and accommodations under Section 504.

If eligible, a Section 504 Supports & Accommodations plan is developed, reviewed at least annually to determine continued eligibility.