

What is the IEP?

IEP stands for **Individual Education Program**. Your IEP tells what you need to learn, what you will do in school, and what special services you need. The IEP is written once a year and can be changed.

The IEP makes sure that you, your parents, and your teachers know what your educational program will be this year.



Where is the IEP Developed?

The IEP must be written during a meeting.

This meeting is called an Admissions and Release Committee (ARC) meeting.

It is a meeting where the people who care about you and your education meet, discuss, and plan your IEP goals and objectives/benchmarks for the next year. The ARC members include: you, your parents and your teachers and others who can help write and implement your IEP.

What are the Parts of an IEP?

Personal Information - things like your name, school, birthday, age, and grade.

Present Level of Educational Performance - consists of:

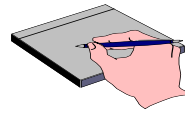
- your health, how well you see and hear, and medicine you are taking. This is called **physical functioning**;
- how well you talk and listen. This is called **communication functioning**;
- how you think and learn. This is called **cognitive functioning**;
- how you get along with other people. This is **social competence**; and
- how well you do in your classes. This is called **academic performance**.

Annual Goals and Short Term Objectives/Benchmarks - what you are going to be working on during the school year. The ARC writes goals based on what you need to learn.

Short Term Objectives/Benchmarks are steps that help you work toward your goals. The ARC writes objectives/ benchmarks for each annual goal.

Implementers - the people who will help you meet your goal.

Special Education and Related Services - Services that are necessary to work toward your goals and objectives.



The ARC members decide when each service will start and end and how much time each week you will get the special service.

The ARC decides if you need any related services such as *transportation, speech, Physical Therapy, Occupational Therapy, etc.*

Annual Review - at least once per year the school is going to check to see how well you are doing with your goals and revise the IEP if needed.

Transition. By the age of 14, the ARC talks about what you would like to do when you finish high school and what the school will need to do to help you get ready.



What Can I Do to Help Write My IEP? Before you go to the meeting-

- Ask your family or teachers for a copy of your IEP. Go over your IEP carefully or have someone read it with you.
- Look at your goals and objectives. Do you think you have done these? Put a check next to the ones you believe you have accomplished.

- Ask your family and teachers if they think you have accomplished your goals and objectives. Put a check mark next to the ones they say you have completed.

- What do you think you can do best and what do you need help with? *To help you figure this out, answer these questions.*

- What is your favorite class?
- What can you do well in school? *This means things like read, write, listen, work in groups, work alone, draw, play games, and do your homework.*
- What is your most difficult class? Why?
- What would help you to be more successful in school?
- Would any of these items below help you to be more successful in class?

- ⇒ use a tape recorder instead of writing
- ⇒ use another student's notes
- ⇒ have a notetaker
- ⇒ use teacher's notes
- ⇒ use a computer
- ⇒ have more time for tests
- ⇒ take tests in a quiet part of the school
- ⇒ have tests read to you
- ⇒ tell the answers to tests instead of writing the answers
- ⇒ use books on CD or audiotape

- ⇒ have an extra set of books at home
- ⇒ use a calculator or dictionary in class
- ⇒ have more time to get to classes
- ⇒ sit in the front of the room
- ⇒ have a study buddy to help with your books, papers, and pencils

- Think about your plans for the future and what you want to do when you finish high school. Talk with your family and teachers about what you need to do to get ready for your future. This is transition planning.

- Practice what you want to say at the meeting with your family, a friend, or teacher.

If you have questions about the IEP, please ask your family or teachers for help.

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THE INDIVIDUAL EDUCATION PROGRAM (IEP)



A STUDENT'S GUIDE
(For Students Who Already Have an IEP)