

## INSTRUCTIONS

### *Eligibility Status of Students Referred for an Initial Evaluation*

Students Referred for an Initial Evaluation

July 1, 2007 through June 30, 2008

#### **Instructions:**

Report all students age 3-21 referred for an initial evaluation with a “receipt of referral” (including signed parent consent) date between July 1, 2007 and June 30, 2008. Only report initial evaluations of students suspected of having a disability including students referred for initial speech/language evaluations. **Do not** include gifted evaluations, reevaluations, or students who transferred to another district prior to completion of the evaluation.

**Step 1:** Complete district and district contact information (include email for contact).

**Step 2:** For each of the *Evaluation Timeline* categories, report the number of students who were eligible for ESE, not eligible for ESE, or whose ESE eligibility status has not yet been determined in the corresponding cell. Enter “0” for cells in which no students are being reported.

The form will automatically calculate totals for *Eligible*, *Ineligible*, and *Not Yet Determined*.

**Step 3:** The total of *Eligible*, *Not Eligible* and *Not Yet Determined* for each *Evaluation Timeline* category should equal the *Number of Evaluations Completed* on the *District Report of 60-Day Evaluation Timelines* for the corresponding *Evaluation Timeline* category.

**Step 4:** Submit *Eligibility Status of Students Referred for an Initial Evaluation* with the *District Report of 60-Day Evaluation Timelines* by November 21, 2008. No district reports should be submitted prior to November 17, 2008. The *Eligibility Status of Students Referred for an Initial Evaluation* data for 2007-08 should be submitted to Karen Denbroeder at [karen.denbroeder@fldoe.org](mailto:karen.denbroeder@fldoe.org) with a cc to Bettye Hyle, Student Services Team Leader, at [bhyle@tempest.coedu.usf.edu](mailto:bhyle@tempest.coedu.usf.edu).