Tip Sheet: Revocation of Consent

1. Select student.
2. Select EC Process > Consent for Services
3. Create Consent for Services
4. Return to Consent Screen

Date the parent revoked consent
5. Check event (Student History)

Procedural Reminders

- An IEP Team meeting is not required to conduct a reevaluation to change eligibility. Special education and related services cease upon the receipt of the parent’s revocation of consent for services.
- The only document that should go home to the parent is a Prior Written Notice. This PWN should document the parent’s decision to revoke consent for services. Any concerns that the LEA has about this decision should be documented in “Other Relevant Factors” on the PWN. However, this is the one instance in which the LEA cannot make the final decision if it is in disagreement with the revocation. The parent’s decision to revoke consent for services is final.
- The initial process can be initiated after revocation. In this case, a new initial consent for evaluation and new consent for initial placement should be obtained during the process.