



Requesting an Independent Educational Evaluation

The Individuals with Disabilities Education Act allows parents to request an independent evaluation (IEE) of every evaluation conducted by a school division at public expense. In order to request an IEE a parent must notify the school division in writing that he or she is requesting an independent evaluation of an evaluation conducted by the school division.

A school division may ask the reason a parent is requesting an independent evaluation, but a reason for the request may not be required. The school division must either provide the parent with a list of approved providers or initiate a due process hearing to defend the evaluations conducted by the school division.

There are only 2 criteria a school division may impose on obtaining an IEE. First, the evaluator must have the same credentials as the evaluator within the school division. Second, the school division may require the evaluator to conduct the evaluation under the same conditions as the evaluation conducted by the school division.

A copy of a form letter to request an IEE is provided for your convenience on the next page.

Your name
Address
City, State Zip

Date

School County Name
Principal's Name
Address
City, State Zip

Dear Principal:

I am writing to formally request an independent educational evaluation (IEE) for my student, (student's name), a student found eligible for special education services in (School District). I am requesting this IEE because the evaluation conducted by the school division does not accurately reflect all of my student's areas of need. I therefore dispute the findings and interpretation of the evaluation and request an independent evaluation at public expense.

I also understand that it is my right to an independent evaluation, at public expense, of every evaluation conducted by the school division and that you will provide me with a list of school division approved evaluators. I further understand that it is my right to choose an evaluator that is not on the division list. I am aware that a private evaluator must meet the same qualification criteria met by the school division evaluator and the division may require that the evaluation be conducted in the same setting. No other limitation may be imposed on my choice of IEE evaluator.

Thank you for your time and attention to this matter.

Sincerely,