

Section 504 Folder Checklist

- _____ Access sheet
- _____ 300R
- _____ Notice of Section 504 meeting (*Form 12*)
- _____ Parent Participation – Documentation of Effort (*Form 13*)
- _____ Parent Permission form (*Form 2*)
- _____ Pre-SAT Screening Instruments (*Form 3*)
- _____ Documentation used to determine eligibility
 - _____ Any additional Screening forms and/or checklists
 - _____ Medical documentation (when applicable)
 - _____ Private evaluations (when applicable)
 - _____ Teacher Observations
 - _____ Documented Interventions
- _____ Dyslexia Assessment (*Form 5, if dyslexia is the determined disability*)
- _____ 504 Evaluation - Determination of Eligibility (*Form 4a*)
- _____ IAP (*Form 4b*)
- _____ BIP (when applicable)
- _____ IHP (when applicable)
- _____ Checklist for Medical Disabilities (*Form 11*)
- _____ Compliance and Confidentiality form signed by **all** appropriate teachers (*Form 6*)
- _____ Student Accommodation Refusal Form (when applicable) (*Form 9*)
- _____ Manifestation Determination Review (when applicable) (*Form 10*)
- _____ Exit Notification (as needed) (*Form 7*)
- _____ Student Withdrawal Form – Moved out of Parish (if needed) (*Form 8*)