

[Use this form to provide parents with notice of the results of each Initial Evaluation/Re-Evaluation (Form 10), Annual Review (Form 14) or Section 504/Dyslexia Initial or Re-Evaluation (Form 15) and information regarding their right to refuse consent or revoke consent for services. If the student is eligible for a 504 Plan, attach the evaluation document together with the 504 Plan (Form 13), and the Parent Consent for Services (Form 12)].

Notice of Section 504 Evaluation Results

Date _____

Dear Parent/Guardian/Adult Student,

This letter is to inform you that the Section 504 Committee had a meeting on _____ to discuss your Student _____ (student's name). A copy of the evaluation form is attached. After careful review of relevant evaluation data, the Section 504 Committee analyzed the data to answer the Section 504 eligibility questions. While the evaluation document provides more detail on the Committee's decision, by way of summary, the Committee determined that _____ (provide brief summary of decision)

For Section 504-eligible Students who are in need of a Section 504 Student Services Plan: If your Student was determined §504-eligible, and in need of Section 504 Services Plan, a copy of your Student's §504 Services Plan is also attached. **You have the right to consent or refuse consent for Section 504 Services for your Student.** The District will assume that you consent for your Student to receive Section 504 Services as indicated on the attached Section 504 Services Plan. You may also confirm your consent for services on the attached form should you desire. You have the right to refuse that consent (if your student is receiving a Section 504 Services Plan following an initial evaluation) or to revoke that consent (if your student is currently receiving Section 504 Services pursuant to a Section 504 Student Services Plan). Exercise that right in writing on the attached Parent Consent for Section 504 Services Form. **Section 504 Services will be provided to your Student pursuant to the attached Plan until such time as a written, signed refusal or revocation on the attached Consent Form is received by the Coordinator identified below.** You may revoke consent for services at any time, and may give consent for Section 504 services at any time as long as your Student remains Section 504-eligible, and in need of a Section 504 Student Services Plan.

If you have any questions concerning this decision or your rights to consent to services, please call me at _____. I will be more than happy to discuss any questions that you may have.

Sincerely,

Campus or District Section 504 Coordinator

- Encl. (1) Initial Evaluation, Annual Review or Re-Evaluation (Form 10, Form 14, or Form 16)
(2) Section 504 Services Plan, if Section 504-eligible, and in need of a Plan (Form 13)
(3) Parent Consent for Section 504 Services (Form 12)