Moving to Utah & Transferring the IEP

Tips to Prepare

**COLLECT SCHOOL RECORDS**
- Make sure the records are up to date
- Make sure you have copies of all records: evaluations, assessments, reports, IEPs, therapist’s reports, & any related documents.

**INFORM PROFESSIONALS**
- Inform your child’s teacher(s), therapist(s), employer(s), counselor(s), & other professionals working with your child that you will be moving. Ask them to write letters about their experiences with your child & any recommendations or observations that they have.

**MAKE CONTACTS**
- Contact the Department of Special Education in the new local school district where you are moving. Request information about policies, procedures & eligibility requirements, & request an appointment for the week of arrival in the new location. Ask if records can be sent in advance & identify who and where they should be sent.

**IEP SUPPORTS/SERVICES**
- Your new school should collect the IEP from the previous school. Keep in mind that the new school district may require a new evaluation to identify eligibility & services, however, during this process, the new local school must provide your student with comparable services until they (including you as a team member) find your student ineligible or develop a new IEP.