



Guidance

Individualized Education Program (IEP) Amendment Guidance

Michigan Department of Education Office of Special Education
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Purpose of an IEP Amendment

The purpose of an IEP amendment is to make changes to a student's IEP during the time the IEP is in effect. The parent of the student with a disability and the district may agree not to convene an IEP Team meeting for the purposes of making changes, and instead may develop a written document to amend or modify the current IEP. 34 CFR §300.324(a)(4). Although some contents of the IEP changes, an IEP amendment does not change, replace, or extend the current IEP annual review date. 34 CFR §300.324(b)(1)(i).

Amending an IEP

The IDEA requires that a district must periodically, but not less than annually, review and revise a student's IEP to determine whether the annual goals for the child are being achieved. The district has an obligation to not only revise the IEP to address any lack of progress toward the annual goals but also when information about the child is provided to, or by, the parents, when there are anticipated needs, or for other matters. 34 CFR §300.324(b)(1)(ii). When the district identifies the need to make revisions to a student's IEP, and the parent of a child with a disability and the district agree not to convene an IEP Team meeting, they may develop a written IEP amendment. An IEP amendment will contain the full contents of the current IEP and reflect changes only to the relevant section(s).

Although an IEP Team meeting is not required, a district should consider the benefits of having input from and discussion with, the IEP Team members before changes to a student's IEP are made through an IEP amendment. The *Individual with Disabilities Education Act* (IDEA) does not limit what content can be revised without an IEP Team meeting, however, when substantial or comprehensive changes need to be made to a student's IEP, it is recommended that an IEP Team meeting be convened to develop a new IEP.