Individualized Education Program (IEP) Meeting Checklist for Students

**Before the meeting:**

___ Let my case manager know that I will be coming to the meeting
___ Invite people who will support me
___ Read my current IEP with my parents
___ Read my current IEP with my IEP case manager
___ Make a list of my questions
___ Make a list of what I want or need to learn (skills) in the next year
___ Make a list of what is working or not working for me at school now
___ Practice what I want to say at the meeting with my parents or case manager
___ (Add my own ideas)

**During the meeting:**

___ Introduce myself and anyone I have invited
___ Ask questions from my list
___ Ask questions about anything I don’t understand
___ Share my list of skills I want to learn in the next year
___ (Add my own ideas)

**After the meeting:**

___ Read the proposed new IEP
   - Does it include services I think I need?
   - Does it include the supports I think I need?
   - Does it include the goals I have for myself?
   - Does it look like MY IEP? Does it include my interests, strengths, areas where I need more help?
   - Does it include steps (goals) to help me achieve my future goals of where I may want to get more education, what kinds of work I may want to do, and how I will live as independently as possible?
___ Discuss IEP with my parents: questions, comments, opinions
___ Decide if I am willing to work to make this IEP successful
___ Discuss how well I participated at the meeting with my parents and case manager
___ Make plans to participate more next time