



High School Graduation IEP Form Instructions

MT Transition IEP High School Graduation Section

This section is completed during the student's **senior year** to document one of the following:

1. The student will graduate with a regular diploma.
2. The student will return for another year of high school and continue to receive special education services.
3. The student will age out before meeting graduation requirements.

The purpose of this section is to assist the IEP team in determining when a district's Free Appropriate Public Education (FAPE) obligation may end due to:

- Graduation with a regular high school diploma, or
- Aging out of special education services.

In both cases, **Prior Written Notice** and a **Summary of Performance** must be provided to the parent/adult student.

High School Graduation

IN PROGRESS

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This high school graduation section is to be completed during the student's **senior year** for the purpose of determining if the student will be returning to receive special education services the next school year for an additional year of high school. All students receiving special education services must have a current Individualized Education Program with measurable annual goals until the day they graduate or age out.

☐ The student is expected to graduate with a regular diploma at the end of the current school year. After graduating with a regular diploma, the student will no longer be entitled to special education services. This action constitutes a change in educational placement and documentation is included in the prior written notice. Upon graduation, the school district will provide the student with a Summary of Performance.

☐ The student is not expected to graduate with a regular diploma at the end of the current school year and will return the following school year. The IEP team must develop an Individualized Educational Program for the next school year. Documentation is included in the prior written notice.

☐ The student is not expected to graduate with a regular diploma at the end of this school year. The district will not provide special education services for the next school year due to the student aging out. This action constitutes a change in educational placement, and documentation is included in the Prior Written Notice. Upon aging out, the school district will provide the student with a Summary of Performance.

Save & Stay

Cancel

Complete

Print

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Above is an image of the Montana Transition IEP High School Graduation section in Infinite Campus.

- **Do not check a box** until the student's senior year IEP.
 - Early Graduation – If a student will graduate early, treat that year as their “senior year.”
 - Additional Years – If a student is returning for another year of school, treat each subsequent year as an additional “senior year.”
- To mark this section complete without selecting a box:
 - Select **Save & Stay** → **Complete** → **Next**

Option 1—Graduate with a Regular Diploma

☐ The student is expected to graduate with a regular diploma at the end of the current school year. After graduating with a regular diploma, the student will no longer be entitled to special education services. This action constitutes a change in educational placement, and documentation is included in the prior written notice. Upon graduation, the school district will provide the student with a Summary of Performance.

Check Box 1 if:

- The student is expected to graduate with a **regular high school diploma** at the end of the current school year.

Important to Note:

- Graduation with a regular high school diploma ends eligibility for FAPE.
- This is a change in educational placement—document in the Prior Written Notice.
- Upon graduation, the school district must provide the Summary of Performance.

Definition – Regular High School Diploma:

- The standard diploma awarded to most students in the state, fully aligned with state standards (or higher).
- Does not include GED or HiSet, certificate of completion, certificate of attendance, or any credential aligned to alternate academic achievement standards under section 1111(b)(1)(E) of the ESEA.
- If the student earns a lesser credential and is still age-eligible for FAPE, the district must continue to make a FAPE available to the student.

State Reported Data: Exit student from special education using code **23 – graduated with a diploma – regular requirements**.

Option 2—Additional Year of High School

☐ The student is not expected to graduate with a regular diploma at the end of the current school year and will return the following school year. The IEP team must develop an Individualized Educational Program for the next school year. Documentation is included in the Prior Written Notice.

Check Box 2 if:

- The student will **not** graduate with a regular high school diploma at the end of the current school year and will return next year.

Important to Note:

- The IEP team must develop an IEP for the following year.
 - Document in the Prior Written Notice or IEP notes section.
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Option 3—Age Out Before Graduation

☐ The student is not expected to graduate with a regular diploma at the end of this school year. The district will not provide special education services for the next school year due to the student aging out. This action constitutes a change in educational placement, and documentation is included in the Prior Written Notice. Upon aging out, the school district will provide the student with a Summary of Performance.

Check Box 3 if:

- The student will not graduate with a regular high school diploma and will reach the maximum age for FAPE eligibility before the next school year.

Important to Note:

- This is a change in educational placement—document in the Prior Written Notice.
- Upon aging out, the district must provide the Summary of Performance.
- “Aging out” means exceeding the age eligibility for FAPE.
 - In Montana, this is the student’s 22nd birthday.

State Reported Data: Exit student from special education using code **15 – reached maximum age**.

Documentation in the Prior Written Notice

A parent and the student, if aged 18, must receive notice prior to the student graduating with a regular diploma or reaching the maximum age for receipt of FAPE. Both actions constitute a change in placement requiring Prior Written Notice per CFR 300.503.

Summary of Performance

A Summary of Performance (SOP) is **required** when a student’s eligibility for special education services ends because of:

- Graduation with a regular diploma, or
- Aging out of eligibility for FAPE.

The SOP must include a summary of the student’s academic achievement and functional performance, along with recommendations to assist the student in meeting their postsecondary goals, per 20 U.S.C. 1414(c)(5)(B)(ii) and 34 CFR 300.305(e)(3).

Additional Resources

[OPI State Reported Data Tab](#)
[OPI Prior Written Notice](#)
[OPI Examples HS Grad PWN](#)
[OPI Summary of Performance](#)