



Richard Woods,
Georgia's School Superintendent
"Educating Georgia's Future"

Facilitated Individualized Education Program (FIEP) Team Meeting Request Form (State Schools)

"A Collaborative Dispute Prevention and Resolution Option"

*Complete and submit **one (1) signed copy of this form to the Special Education Director** in your child's school district. You may wish to retain a copy for your records.

*Submit the **signed FIEP Team Meeting Request Form** and a copy of the fully executed **IEP Team meeting notice** to:

**Georgia Department of Education
Division for Special Education Services and Supports
205 Jesse Hill Jr. Drive, SE
1870 Twin Towers East
Atlanta, Georgia 30334
eFax: 770-344-4477
Hard Fax: 404-651-6457
Attention: Jamila Pollard**

1. Either a parent or school district may initiate the facilitated IEP Team meeting process. The school district will submit the completed form by mailing or faxing the signed form to the **Georgia Department of Education (GaDOE), Division for Special Education Services and Supports, 205 Jesse Hill Jr. Drive, SE, 1870 Twin Towers East, Atlanta, Georgia 30334, eFax (770) 770-344-4477 or H** eeting. Both pa
3. Once a com 2 M Onc
2. We understand that the GaDOE provides a f
3. We understand that the signing of this requ
- facilitation proc thd
5. We understand that the facilitator cannot pro
6. We understand that participation in this proc
- utilizing the IDEA dispute resolution option
7. We understand that neither party shall call th
8. We understand that, by completing the evalu
- meeting, we are supporting the continuous in
- procedures.

*Richard Woods,
Georgia's School Superintendent
"Educating Georgia's Future"*

Name of Student			Grade of Student	Date of Birth	
Name of State School			Name of Home School District		
Name of State Schools Assistant Director Ms. Jan E. Stevenson			Name of Parent/Guardian		
Address Suite 1566B Twin Towers East 205 Jesse Hill Jr. Drive, S.E.			Address		
City Atlanta	State Georgia	Zip 30334	City	State	Zip
Contact Numbers	Work (404) 232-1503	Fax (678)-885-0478	Home	Work	Cell
Email jstevenson@doe.k12.ga.us			Email		