

IEP Review Revision – Amending Plans in Infinite Campus

COMPLETING AN IEP REVIEW REVISION

- 1. Highlight the Plan to be Amended
- 2. Select Amend and OK

3. Open the plan to be amended



- 4. Select Amend Editor
 - Type an Amendment Reason (Type in the actual reason you are holding the Revision)





5. Select Revision to IEP Dated as Meeting Type & Enter date of last IEP,

Change 'Date of Meeting' and 'IEP Service will Begin' dates to date of the IEP Review Revision (Do Not change 'Anticipated Duration of Services' date)



Save & Continue

Save

Plan Outline nvIEP15

6. Select Save

- 7. Complete editors associated with the reason for the IEP Review Revision.
 - a. Select Amend Editor for every editor that will be a part of the IEP Revision
 - b. Be sure to Save after each editor is completed.

*See the IC Handout Meeting Type Guideline





STUDENT SERVICES DIVISION Student Education Management Systems

Select Documents Tab 8. Contact Log SSD Transpor Team Members Documents Jummary 1 Lock/Unlock Amend 🛞 Delete Print C Open Copy Documents List E 2017-2018 (2) 🖻 🗋 Plans (2) NV IEP 2018 Without Transition (01/10/2018-11/07/2018) (Amended 1) 9. Select Amended Draft Summary Team Members Contact Log SSD Transpo Documents 1 Lock/Unlock 🗴 Delete Prin C Open Copy Amend Documents List E 2017-2018 (2) 🖃 🧰 Plans (2) NV IEP 2018 Without Transition (01/10/2018-11/07/2018) (Amended 1) 10. Select Lock and OK 🕜 Open Lock/Unlock Amend X Delete Print Copy Docu nts I i ė- 🚞 2017-2018 (2) 🗄 🗋 Plans (2) NV IEP 2018 Without Transition (01/10/2018-11/07/2018) (Amended 1) 搹 NV IEP 2018 Without Transition (11/08/2017-11/07/2018) (Amended Original) 🙆 Open ۸ Lock/Unlock Copy Amend × Delete Pri Documents List E 🔒 2017-2018 (2) E 🔒 Plans (2) A NV IEP 2018 Without Transition (11/08/2017-11/07/2018) (Amended Original)