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|  | **Sample Request for Independent Educational Evaluation (IEE)** |  |   |
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|  | This letter should be used when you want an outside evaluation done because you do not agree with the school's special education evaluation. Be sure to keep a copy for your records.(Date)  (Name of Special Education Director), (Name of School District)(Address)(City), (MI) (Zip Code)  Dear (Special Education Director):I am the parent of (Name of Child), (Date of Birth) at (Name of School) who was recently evaluated for special education eligibility or services. Pursuant to Rule 340.1723c of the Michigan Special Education Rules, I would like an Independent Educational Evaluation (IEE) to be done for my child, because I disagree with, and find inadequate, the evaluation conducted by the (Name of School District). I believe that the evaluation overlooked or was inadequate in these areas of concern: (describe your concerns).I understand, as well, that the school is financially responsible for the cost of the Independent Educational Evaluation, and that your selection is subject to my approval if the examiner is a regular or contracted employee of the district.I expect to hear from you as soon as possible, but at least within the required 7 calendar days as to your intentions regarding this request.Thank you for your assistance,(Parent/Guardian Name)(Address)(City), (MI) (Zip Code)(Phone Number)(Email Address)  |  |  |