**Transfer of students between San Luis Valley Enrich user sites**

IF you have a student who transfers from one valley school to another, Contact your Records Specialist. Your Records Specialist has the ability to import a SLV IEP to your caseload. If you accept the IEP has written, you will not need to complete a transfer IEP! (Wow, special education found an area of flexibility—celebrate!!) CAUTION: REMEMBER, IF YOU ACCEPT THE IEP AS WRITTEN, YOU ARE ACCOUNTABLE FOR ANY AUDIT INFORMATION THAT MAY BE IN ERROR!

If you do not accept the IEP as written, you will then need to follow Transfer processes (hold an IEP meeting or amend the IEP), depending on the circumstances.

