New to Early On
- ☐ Enter SIS
- ☐ Contacts/Address/Phone
- ☐ Ethnicity
- ☐ Referral Source
- ☐ UIC

Spec Ed Tab-

Early On Assessment (birth – 2 yrs)
- ☐ Entrance COSF – Date: _____

Important Dates
- ☐ Initial IFSP date

Initial IFSP (double check entered)
- ☐ Referral Date - _____
- ☐ Referral Source - _____
- ☐ Timeliness
- ☐ IFSP result

Exit Early On
Spec Ed Tab-

Early On Assessment (birth – 2 yrs)
- ☐ Exit COSF – Date: _____

Student Enrollment History
- ☐ Un-enroll (exit code 30)

Early On
- ☐ Exit reason - _____
- ☐ Exit date - _____

Transition to Spec Ed
Spec Ed Tab-

Early On Transition
- ☐ State Notification
- ☐ LEA Notification
- ☐ Transition IFSP Timeliness
- ☐ Transition Conference Timeliness

**Follow steps for Exit Early On

Re-enrolling in Early On
Spec Ed Tab-

Student Enrollment History
- ☐ Create new enrollment

Early On
- ☐ Delete Exit Reason and Exit Date

**Make sure Contacts/Address/Phone are current

- ☐ Medical Records Requested
  Dr _____
  Date: _____

- ☐ Developmental History

IFSP
- ☐ Initial IFSP
  Date: _____

- ☐ Review Due: _____
  IFSP Date: _____

- ☐ Annual Due: _____
  IFSP Date: _____

- ☐ Review Due: _____
  IFSP Date: _____

- ☐ Annual Due: _____
  IFSP Date: _____

- ☐ Transition Plan
  Due: _____
  Date Held: _____

- ☐ Transition Conference
  Due: _____
  Date Held: _____

Progress Notes