

IEP Report Templates

12 ready-to-use frames for evaluations, triennials, and present levels.

Each template gives you a clean structure — headings, prompts in [brackets], and required components. Drop in your data, delete what you don't need, ship the report. Designed to be defensible at IEP team meetings.

1. Initial Speech-Sound Evaluation

Use this template for: initial speech-sound evaluation reports. Replace bracketed text with student-specific information.

Reason for Referral

[Write 2–4 sentences here. Include data, observation, or quote.]

Background & Developmental History

[Write 2–4 sentences here. Include data, observation, or quote.]

Hearing & Oral Mechanism Screening

[Write 2–4 sentences here. Include data, observation, or quote.]

Standardized Assessment (e.g., GFTA-3 / CAAP-2)

[Write 2–4 sentences here. Include data, observation, or quote.]

Connected Speech Sample & Intelligibility Rating

[Write 2–4 sentences here. Include data, observation, or quote.]

Stimulability & Error Pattern Analysis

[Write 2–4 sentences here. Include data, observation, or quote.]

Eligibility Determination

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommendations

[Write 2–4 sentences here. Include data, observation, or quote.]

2. Initial Language Evaluation

Use this template for: initial language evaluation reports. Replace bracketed text with student-specific information.

Reason for Referral

[Write 2–4 sentences here. Include data, observation, or quote.]

Background & Educational Impact

[Write 2–4 sentences here. Include data, observation, or quote.]

Standardized Assessment (e.g., CELF-5 / PLS-5)

[Write 2–4 sentences here. Include data, observation, or quote.]

Language Sample / MLU

[Write 2–4 sentences here. Include data, observation, or quote.]

Pragmatic Observation

[Write 2–4 sentences here. Include data, observation, or quote.]

Curriculum-Based Tasks

[Write 2–4 sentences here. Include data, observation, or quote.]

Eligibility Determination

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommendations

[Write 2–4 sentences here. Include data, observation, or quote.]

3. Initial Fluency Evaluation

Use this template for: initial fluency evaluation reports. Replace bracketed text with student-specific information.

Reason for Referral

[Write 2–4 sentences here. Include data, observation, or quote.]

Disfluency Inventory (SSI-4 or rate counts)

[Write 2–4 sentences here. Include data, observation, or quote.]

Secondary Behaviors

[Write 2–4 sentences here. Include data, observation, or quote.]

Avoidance / Affective Impact (OASES-S)

[Write 2–4 sentences here. Include data, observation, or quote.]

Stimulability for Fluency-Shaping Strategies

[Write 2–4 sentences here. Include data, observation, or quote.]

Eligibility Determination

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommendations

[Write 2–4 sentences here. Include data, observation, or quote.]

4. Initial Voice / Resonance Evaluation

Use this template for: initial voice / resonance evaluation reports. Replace bracketed text with student-specific information.

Medical Clearance (ENT)

[Write 2–4 sentences here. Include data, observation, or quote.]

Perceptual Voice Profile (CAPE-V)

[Write 2–4 sentences here. Include data, observation, or quote.]

Vocal Hygiene Interview

[Write 2–4 sentences here. Include data, observation, or quote.]

Educational Impact

[Write 2–4 sentences here. Include data, observation, or quote.]

Eligibility Determination

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommendations

[Write 2–4 sentences here. Include data, observation, or quote.]

5. Triennial Reevaluation — Articulation

Use this template for: triennial reevaluation — articulation reports. Replace bracketed text with student-specific information.

Review of Previous Eligibility

[Write 2–4 sentences here. Include data, observation, or quote.]

Progress on Existing Goals

[Write 2–4 sentences here. Include data, observation, or quote.]

Re-Administration of Standardized Measure

[Write 2–4 sentences here. Include data, observation, or quote.]

Connected Speech Update

[Write 2–4 sentences here. Include data, observation, or quote.]

Continued Eligibility Statement

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommendations

[Write 2–4 sentences here. Include data, observation, or quote.]

6. Triennial Reevaluation — Language

Use this template for: triennial reevaluation — language reports. Replace bracketed text with student-specific information.

Review of Previous Eligibility

[Write 2–4 sentences here. Include data, observation, or quote.]

Progress on Existing Goals

[Write 2–4 sentences here. Include data, observation, or quote.]

Updated Standardized Scores

[Write 2–4 sentences here. Include data, observation, or quote.]

Curriculum & Classroom Observation

[Write 2–4 sentences here. Include data, observation, or quote.]

Continued Eligibility Statement

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommendations

[Write 2–4 sentences here. Include data, observation, or quote.]

7. Present Levels — Articulation

Use this template for: present levels — articulation reports. Replace bracketed text with student-specific information.

Strengths

[Write 2–4 sentences here. Include data, observation, or quote.]

Current Performance (sound/position/word/phrase/conversation)

[Write 2–4 sentences here. Include data, observation, or quote.]

Stimulability

[Write 2–4 sentences here. Include data, observation, or quote.]

Impact on Educational Participation

[Write 2–4 sentences here. Include data, observation, or quote.]

Service Recommendation

[Write 2–4 sentences here. Include data, observation, or quote.]

8. Present Levels — Receptive/Expressive Language

Use this template for: present levels — receptive/expressive language reports. Replace bracketed text with student-specific information.

Strengths

[Write 2–4 sentences here. Include data, observation, or quote.]

Receptive Performance

[Write 2–4 sentences here. Include data, observation, or quote.]

Expressive Performance

[Write 2–4 sentences here. Include data, observation, or quote.]

Classroom & Curriculum Impact

[Write 2–4 sentences here. Include data, observation, or quote.]

Service Recommendation

[Write 2–4 sentences here. Include data, observation, or quote.]

9. Present Levels — Pragmatics / Social Communication

Use this template for: present levels — pragmatics / social communication reports. Replace bracketed text with student-specific information.

Strengths

[Write 2–4 sentences here. Include data, observation, or quote.]

Conversational Skills

[Write 2–4 sentences here. Include data, observation, or quote.]

Perspective-Taking & Repair

[Write 2–4 sentences here. Include data, observation, or quote.]

Peer / Classroom Observations

[Write 2–4 sentences here. Include data, observation, or quote.]

Service Recommendation

[Write 2–4 sentences here. Include data, observation, or quote.]

10. Present Levels — Fluency

Use this template for: present levels — fluency reports. Replace bracketed text with student-specific information.

Strengths

[Write 2–4 sentences here. Include data, observation, or quote.]

Disfluency Profile (type, frequency, severity)

[Write 2–4 sentences here. Include data, observation, or quote.]

Use of Strategies

[Write 2–4 sentences here. Include data, observation, or quote.]

Affective / Avoidance Impact

[Write 2–4 sentences here. Include data, observation, or quote.]

Service Recommendation

[Write 2–4 sentences here. Include data, observation, or quote.]

11. Dismissal / Exit Summary

Use this template for: dismissal / exit summary reports. Replace bracketed text with student-specific information.

Reason for Dismissal

[Write 2–4 sentences here. Include data, observation, or quote.]

Goal Mastery Summary

[Write 2–4 sentences here. Include data, observation, or quote.]

Most-Recent Standardized Performance

[Write 2–4 sentences here. Include data, observation, or quote.]

Generalization Evidence

[Write 2–4 sentences here. Include data, observation, or quote.]

Parent & Teacher Input

[Write 2–4 sentences here. Include data, observation, or quote.]

Continued Eligibility Statement (not eligible)

[Write 2–4 sentences here. Include data, observation, or quote.]

12. Eligibility Not Met — Summary

Use this template for: eligibility not met — summary reports. Replace bracketed text with student-specific information.

Reason for Referral

[Write 2–4 sentences here. Include data, observation, or quote.]

Assessment Results

[Write 2–4 sentences here. Include data, observation, or quote.]

Pattern of Strengths and Needs

[Write 2–4 sentences here. Include data, observation, or quote.]

Why Eligibility Criteria Are Not Met

[Write 2–4 sentences here. Include data, observation, or quote.]

Recommended Tier-1 / Tier-2 Supports

[Write 2–4 sentences here. Include data, observation, or quote.]