

_____, 2009

Molly Bright
Part C Coordinator DES/AzEIP
Arizona Early Intervention Program
Department of Economic Security
3839 N. 3rd Street Suite 304
Phoenix AZ 85012

Dear Ms. Bright:

My child, _____ whose date of birth is _____, is a child with a disability who has had an IFSP since _____ through AzEIP-only, DDD-state-only, DDD-ALTCS, or ASDB (circle one).

I am writing to request a due process hearing under 34 CFR 303.429 and 34 CFR 303.420, it is my understanding that a hearing officer should be appointed and the matter should be heard and decided within 30 days, during that time my child must continue to receive the appropriate early intervention service(s) being provided under the last agreed upon Individual Family Service Plan, as noted in AzEIP's procedures, during the pendency of the due process proceeding.

DES/AzEIP has violated IDEA Part C by failing to provide appropriate services for my child with a disability by proposing to eliminate or reducing the following services included on my child's IFSP _____

_____.

Furthermore, I was not afforded the opportunity to participate in a meeting to discuss the proposed elimination or reduction of services and did not receive a prior written notice (PWN) or procedural safeguards. 34 CFR 303.403(a).

The remedies that I seek include: the continuation of services during the pendency of the due process complaint, compensatory services or funding for any services missed or not provided, and immediate approval for reinstatement of the eliminated/reduced services. Further, I request the opportunity to review my child's record pursuant to FERPA.

Sincerely,

Address: _____

Phone: _____