

Consent to Evaluate (Georgia)

Last Modified on 12/14/2025 8:45 pm CST

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Tool Search: Special Ed Documents


The Consent to Evaluate in Campus is used to document the student's and parent/guardian's consent to evaluate the student to determine their needs for special education services. This document describes each editor, the section(s) of the print format that includes the entered information, a description of each field on the editor, and any special considerations and instructions for using the editor and fields.

An evaluation must be created whether or not the student is determined to have a disability. The school district gives a copy of the evaluation summary report, including the documentation of eligibility, to the student's parents. For information on general functionality, navigation, and additional plan and evaluation features, see the core [Plan and Evaluation Information](#) article.

The current format of this document is the **GA Consent to Evaluate 2020**. Evaluation formats are selected in [Eval Types](#).

GA Consent to Evaluate

Editor Home

NAME	STATUS	MODIFIED BY	COMPLETED BY
Consent Header 	IN PROGRESS	System Administrator 8/12/20 8:59 AM	>
Enrollment Information	NOT STARTED		>
Student Information	IN PROGRESS	System Administrator 8/12/20 8:59 AM	>
Parent/Guardian Information	IN PROGRESS	System Administrator 8/12/20 8:59 AM	>

Print

Cancel

GA Consent To Evaluate Editors

Consent Header

The Consent Header is used to document special ed consent information.

Consent Header
IN PROGRESS

Editor 1 of 4

Date Sent *
08/12/2020

Eligibility Type
Initial

Date consent received
month/day/year

Referred by

Return Information

Return form by Date
month/day/year

Name
Title
Phone Number

Contact Information

Name
Sam Example
Title
Phone Number
(444)333-2222

Consent Header

► [Click here to expand...](#)

Field	Description	Validation
Date Sent <i>Required</i>	The date the consent was sent to the student and parent/guardian.	N/A
Eligibility Type	The type of eligibility documented; Initial or Reevaluation.	N/A
Date consent received <i>* Required</i>	The date the consent was received by the student and parent/guardian.	This field is pulled into the Eligibility document. * This field is a required upon completion of the document.
Referred by	The person who referred the student for special ed evaluation.	N/A
Return Information		
Return form by Date	The date when the form needs to be returned.	N/A
Name	The name of the person who needs to return the form.	This field auto-populates from the Team Members tool.

Field	Description	Validation
Title	The title of the person who needs to return the form.	This field auto-populates from the Team Members tool.
Phone Number	The phone number of the person who needs to return the form.	This field auto-populates from the Team Members tool.
Contact Information		
Name	The name of the person who needs to return the form.	This field auto-populates from the district information tool.
Title	The title of the person who needs to return the form.	This field auto-populates from the district information tool.
Phone Number	The phone number of the person who needs to return the form.	This field auto-populates from the district information tool.

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Enrollment Information

The Enrollment Information editor reports Special Education information from the student's Enrollment.

The Refresh button retrieves a fresh copy of data from the student's record. See the [General Information](#) section for additional information.

Enrollment Information
IN PROGRESS

Editor 2 of 16

Click Refresh to retrieve a new copy of data from a selected Enrollment record.

Babies Can't Wait 03/09/2020	Resident District 779: Jefferson City	Grade 03
School Name West Jackson Elementary School	School Phone (713)834-2218x392	School Year 2019-20

District Information

District Number 678	District Name Jackson County Schools	District Phone (763)111-5526
District Address 1660 Winder Highway, Jefferson, GA 30549	District SPED Address 4321 109th Ave, Blaine, MN 55449	District SPED Phone (123)456-7899

Enrollment Information Editor

► [Click here to expand...](#)

Field	Description	Ad Hoc or Database Name	Validation
Babies Can't Wait	A State Reported field for students who are not served prior to reaching school age.	N/A	This field is pulled from the Enrollment record.
Resident District	The student's district of residence.	Learner Planning > Learning Plans > residentDistrictNumber	This field is pulled from the Enrollment record and cannot be modified.
Grade	The student's current grade.	Enrollment > Grade enrollment.grade	This field is pulled from the Enrollment record. This field is read only.
School Name	The name of the school associated with the student's Enrollment record.	Learner Planning > Learning Plans > servingSchoolName	This field is pulled from the Enrollment record. This field is read only.
School Phone	The phone number of the school associated with the student's Enrollment record.	N/A	This field is pulled from the Enrollment record. This field is read only.

Field	Description	Ad Hoc or Database Name	Validation
School Year	The school year associated with the student's Enrollment record.	N/A	This field is pulled from the Enrollment record. This field is read only.
District Information <i>These fields are read only.</i>			
District Number	The district number associated with the Enrolled school.	System Administration > Resources > District Information > State District Number	N/A
District Name	The district name associated with the Enrolled school.	System Administration > Resources > District Information > Name	N/A
District Address	The district address associated with the Enrolled school.	System Administration > Resources > District Information > Address	N/A
District Phone	The district phone number associated with the Enrolled school.	System Administration > Resources > District Information > Phone	N/A
District SPED Address	The district special education address associated with the Enrolled school.	System Administration > Resources > District Information > SPED Address	N/A
District SPED Phone	The district special ed phone number associated with the Enrolled school.	System Administration > Resources > District Information > SPED Phone	N/A

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Student Information

The Student Information editor displays basic information about the student such as demographic information. This is a read-only editor.

The Refresh button retrieves a fresh copy of data from the student's record. See the [General Information](#) section for additional information.

Student Information

IN PROGRESS

Editor 3 of 16

When an evaluation is generated, a snapshot of the student's information is taken from Census. Click Refresh to retrieve a new copy of data.

Last Name	First Name	Middle Name	Suffix
Adams	Aubrey	Lynn	
Age	Birthdate	Gender	Home Primary Language
9	10/11/2010	F	Chinese
Address	Student Number	State ID	
175 Summerbrook Road Braselton, GA 30517	44778	1701102106	

Student Information Editor

► [Click here to expand...](#)

Field Name	Description	Ad Hoc or Database Name
Last Name	The student's last name.	Census > People > Demographics > Last Name identity.lastName
First Name	The student's first name.	Census > People > Demographics > First Name identity.firstName
Middle Name	The student's middle name.	Census > People > Demographics > Middle Name identity.middleName
Suffix	The student's suffix.	Census > People > Demographics > Suffix Name identity.suffix
Age	The age of the student.	Census > People > Demographics > Age
Birthdate	The student's birthdate.	Census > People > Demographics > Birth Date identity.birthDate
Gender	The student's gender.	Census > People > Demographics > Gender identity.gender
Home Primary Language	The student's home primary language. This field can be modified.	Census > People > Demographics > First Language identity.homePrimaryLanguage

Field Name	Description	Ad Hoc or Database Name
Address	The student's address. This field becomes a dropdown if more than one address exists for the student. The primary household displays by default.	Census > Households > Address Info address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip
Student Number	The student's identification number.	Census > People > Demographics > Student Number
State ID	The student's state identification number.	Census > People > Demographics > State ID

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Parent/Guardian Information

The Parent/Guardian Information editor populates based on the guardian checkbox on the student's [Relationships](#) tool. The editor includes [Demographics](#) information for the student's guardian.

The **Delete** button next to each parent/guardian can be used to remove a parent/guardian from the Evaluation.

The **Refresh** button retrieves a new copy of parent/guardians' data. This also returns any accidentally deleted people. Manually entered fields do not change when the refresh button is clicked. The user must **Save** after clicking Refresh to capture changes.

Parent/Guardian Information
IN PROGRESS

Editor 4 of 16

When an evaluation is generated, a snapshot of the parent/guardian information is taken from Census. Individuals with the Guardian check box marked on the Relationship tool for the student display below. Click Refresh to retrieve a new copy of data.

O'Neal, Adrian - Mother

Print Sequence
1

Delete

Address

175 Summerbrook Road

Home Phone

(739)789-9508x019

Work Phone

Cell Phone

(837)836-6455x626

E-mail

Home Primary Language

English, Standard American

Interpreter Required

☐

Parent/Guardian Information Editor

► [Click here to expand...](#)

Field Name	Description	Ad Hoc or Database Name	Validation
Relationship	The relation of the parent/guardian to the student.	Census > People > Relationships	This field populates from Census. This is part of the header for the parent/guardian.
Last Name	The last name of the parent/guardian.	Census > People > Demographics > Last Name identity.lastName	This field populates from Census. This is part of the header for the parent/guardian.
First Name	The first name of the parent/guardian.	Census > People > Demographics > First Name identity.firstName	This field populates from Census. This is part of the header for the parent/guardian.
Middle Name	The middle name of the parent/guardian.	Census > People > Demographics > Middle Name identity.middleName	This field populates from Census. This is part of the header for the parent/guardian.
Suffix	The suffix of the parent/guardian.	Census > People > Demographics > Suffix Name identity.suffix	This field populates from Census. This is part of the header for the parent/guardian.

Field Name	Description	Ad Hoc or Database Name	Validation
Print Sequence	The print order of the parent/guardian(s) on the IEP.	N/A	If no Sequence is selected, parent/guardian(s) print in the order displayed in the UI. If any Sequences are selected, only parent/guardian(s) with a sequence number print in the order defined.
Address	The parent/guardians' address.	Census > Households > Address Info address.number; address.street; address.tag; address.prefix; address.dir; address.apt; address.city; address.state; address.zip	This field populates from Census. If there are multiple addresses for a person, a drop down with an option to select which address displays. If there is only one address, the drop down only has one option. The populated address is the one marked "Primary."
Home Phone	The home phone number of the parent/guardian.	Census > People > Demographics > Household Phone	This field populates from Census.
Work Phone	The work phone of the parent/guardian.	Census > People > Demographics > Work Phone	This field populates from Census.
Cell Phone	The cell phone of the parent/guardian.	Census > People > Demographics > Cell Phone	This field populates from Census.
Email	The primary email address for the parent/guardian.	Census > People > Demographics > Email	This field populates from Census.

Field Name	Description	Ad Hoc or Database Name	Validation
Home Primary Language	The home primary language of the parent/guardian.	Census > People > Demographics > Home Primary Language identity.homePrimaryLanguage	<p>This field populates from Census.</p> <p>The dropdown options are pulled from the Home Primary Language Attribute/Dictionary list. See the Attribute/Dictionary documentation for additional information.</p>
Interpreter Required	Indicates an interpreter is needed to communicate with the parent/guardian.	N/A	N/A

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