Plan eSignature Editors (Pennsylvania)

Last Modified on 09/17/2026 2:10 pm CDT

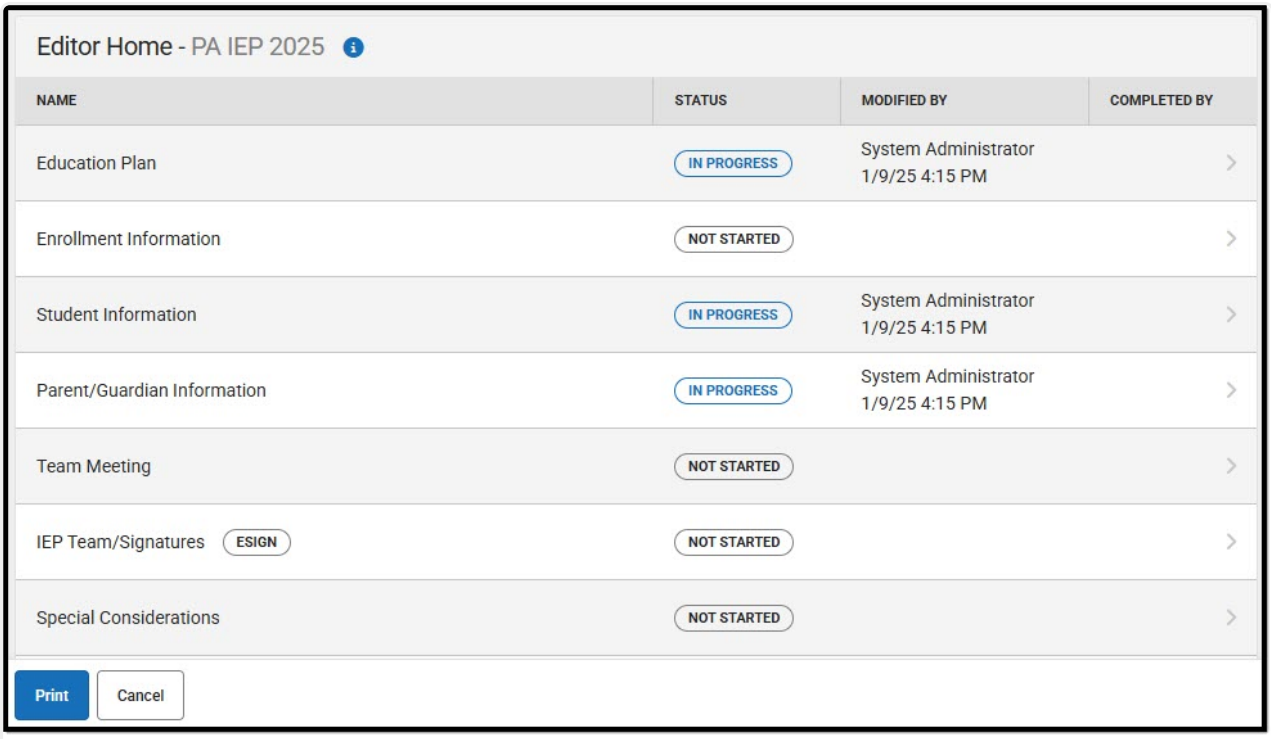
Path: Student Information > Special Ed > Special Ed Documents

The Pennsylvania Individual Education Plan can be sent to parents/guardians to sign (eSign) on the Campus Parent Portal electronically.

See the core Special Ed eSignature Process article for information on the overall process and setup for eSignature documents.

Complete the plan creation process and fill out the plan in Campus. The IEP Team/Signatures editor requires parent/guardian eSignatures, which is indicated with an eSign label on the Editor Home. To send the plan to the student's parent/guardian, these editors must be placed in the status **Complete Pending eSignature** or **Not Needed**. All other editors must be in a **Complete** status.

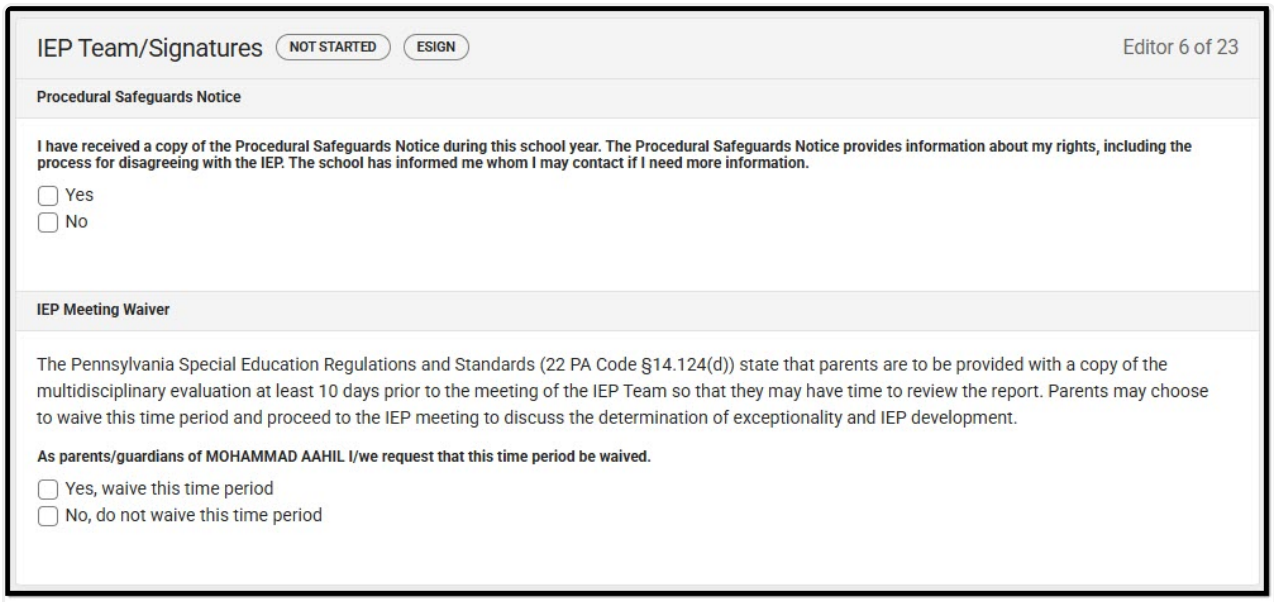
See the Pennsylvania Individual Education Plan article for the most updated print format.



Pennsylvania IEP Editor Home

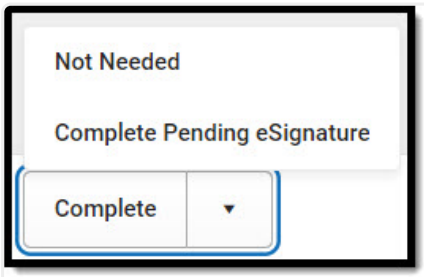
IEP Team/Signatures

The IEP Team/Signatures editor contains the Procedural Safeguards Notice and IEP Meeting Waiver sections.



IEP Team/Signatures Editor

1. Navigate to the **IEP Team/Signatures** editor.
2. Click the down arrow next to the **Complete** button in the action bar, then click **Complete Pending eSignature**. The editor is now in the correct status to send to the parent/guardian for eSignature.



Not Needed or Complete Pending eSignature Button

3. Work through all other editors and make sure they are all in a **Complete** status. Once all editors are in the correct status, the plan is ready to send to the parent/guardian for eSignature.