

Document eSignature Editors Setup (North Dakota)

Last Modified on 05/28/2026 10:08 am CDT

Tool Search: Special Ed Documents

Several North Dakota Special Ed Documents can be sent to parents/guardians for electronic signature (eSigned) via the Campus Parent Portal. The following documents can be eSigned:

- [Consent for Evaluation](#)
- [Evaluation](#)
- [Individual Education Plan](#)

See the core [Special Ed eSignature Process](#) article for information on the overall process and setup for eSignature documents.

Consent for Evaluation

The **Consent for Evaluation Information** editor requires a parent/guardian eSignature, which is indicated with an eSign label on the Editor Home. To send the Consent for Evaluation to the student's parent/guardian, the editors must be placed in a **Complete Pending eSignature** or **Not Needed** status. All other editors must be in a **Complete** status.

See the [North Dakota Consent for Evaluation](#) article for additional information about the fields and editors within the plan.

Consent for Evaluation Information

The Consent for Evaluation Information editor documents when the school received the guardian's consent for the student's evaluation for special education services.

Consent for Evaluation Information IN PROGRESS Editor 1 of 3

Date (Required)

The multidisciplinary team proposes to conduct an evaluation for the following purposes: (Required)

Reevaluation ✕
Initial Evaluation ✕
Student needs/programming ✕
Dismissal/exit ✕
Other ✕
✕

Specify Other: (Required)

The proposed action is based on a review of information and/or a collection of additional data.

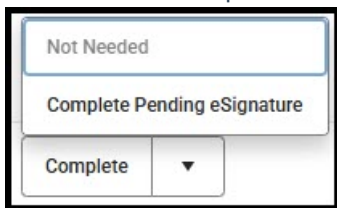
I have received a copy of the "Parental Rights for Public School Students Receiving Special Education Services - Notice of Procedural Safeguards" booklet. I have received a full explanation and understand the procedural safeguards available to me as stated in this document.

As the parent of Lesley Adams, I agree with the multidisciplinary team's proposed evaluation

Parent Signature Obtained **Date Consent Obtained (Required)**

Consent for Evaluation Information Editor

1. Navigate to the **Consent for Evaluation Information** editor. C
2. Fill out all required fields and any additional fields needed.
3. Click **Save** when finished.
4. Select the down arrow on the Complete button, then click **Complete Pending eSignature**. The editor is now in the correct status to send to the parent/guardian for eSignature. This editor cannot be placed in a Not Needed status.



After marking all other editors as Complete or Not Needed, the Consent for Evaluation is ready to send to the parent/guardian for eSignature. See the core [Special Ed eSignature Process](#) article for information on the rest of the eSignature process and setup for eSignature documents.

Evaluation

The Prior Written Notice editor requires a parent/guardian eSignature, which is indicated with an eSign label on the Editor Home. To send the evaluation to the student's parent/guardian, the editors must be placed in a **Complete Pending eSignature** or **Not Needed** status. All other editors must be in a **Complete** status.

See the [North Dakota Evaluation](#) article for additional information about the fields and editors within the plan.

Prior Written Notice

The Prior Written Notice editor documents the team's actions regarding the student's special education needs. The editor is labeled as an eSign editor in the header.

Prior Written Notice of Special Education Action

Date of Prior Written Notice: (Required)

01/05/2026

This notice informs you of the action proposed or refused by the district:

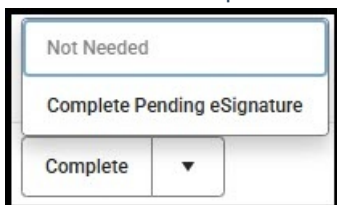
Evaluation:

- Initial evaluation of your child for special education services*
- Refuses initial evaluation of your child for special education services
- Reevaluation of your child for special education services*
- Refuses reevaluation of your child for special education services
- Additional evaluation of your child related to their IEP*
- Refuses additional evaluation of your child related to their IEP
- Independent Educational Evaluation (IEE)
- Refuses Independent Educational Evaluation (IEE)
- Functional Behavior Assessment (FBA)*
- Other

*Parent/guardian written consent required

Prior Written Notice Detail Screen

1. Navigate to the **Prior Written Notice** editor.
2. Click **New** to create a Prior Written Notice record.
3. Fill out all required fields and any additional fields needed.
4. Click **Save** or **Cancel** to return to the list screen.
5. Select the down arrow on the Complete button, then click **Complete Pending eSignature**. The editor is now in the correct status to send to the parent/guardian for eSignature. This editor cannot be placed in a Not Needed status.



After marking all other editors as Complete or Not Needed, the evaluation is ready to send to the parent/guardian for eSignature. See the core [Special Ed eSignature Process](#) article for information on the rest of the eSignature process and setup for eSignature documents.

Individual Education Plan

The Prior Written Notice editor requires a parent/guardian eSignature, which is indicated with an

eSign label on the Editor Home. To send the plan to the student's parent/guardian, the editors must be placed in a **Complete Pending eSignature** or **Not Needed** status. All other editors must be in a **Complete** status.

See the [North Dakota Individual Education Plan](#) article for additional information about the fields and editors within the plan.

Prior Written Notice

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Prior Written Notice of Special Education Action

Date of Prior Written Notice: (Required)

01/05/2026

This notice informs you of the action proposed or refused by the district:

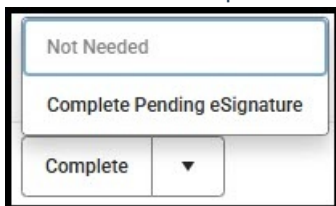
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- Refuses initial evaluation of your child for special education services
- Reevaluation of your child for special education services*
- Refuses reevaluation of your child for special education services
- Additional evaluation of your child related to their IEP*
- Refuses additional evaluation of your child related to their IEP
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