



Michigan Department of Education Office of Special Education

## Indicator B-13 Compliance Checklist Guide at a Glance

The intent of this document is to provide the reviewer with quick access to verify an item is compliant. More comprehensive guidance for determining compliance on the Indicator B-13 Checklist can be found in the SPP B-13 Manual located on the [Catamaran Technical Assistance Website Secondary Transition page](#).

### Federal Reporting Compliance

Item #	Question	What to accept
1	Was the student invited to the IEP Team meeting where transition services were discussed? 34 CFR §300.321(b)	Invitation, email, log of verbal invitation, sign in or participation in IEP.
2	Was there prior written consent of the parent or student, who has reached the age of majority, to invite an agency? 34 CFR §§300.9 and 300.321(b)(3) If no, was written consent obtained although late?	The date of written consent must not be after the date of the invitation. Consent is always in writing and includes a signature from the person granting consent.
3	Was a representative of any participating agency likely to be responsible for providing or paying for transition services invited prior to the IEP Team meeting? 34 CFR §300.321(b)(3)	Invitation to agency with prior consent; invitation with agency listed as participating in the meeting; check date of written consent to ensure it is prior to the date the invitation was sent
4	Were the postsecondary goals based on age appropriate transition assessment? 34 CFR §300.320(b)(1)	Listed transition assessment(s) or description of assessment process
5	Did the IEP include a measurable postsecondary goal? 34 CFR §300.320(b)(1)	Must be an outcome after completing school. The use of the word "will" is not required.
6	Were the postsecondary goals updated annually? <i>(If a student enrolled with an out-of-date IEP but the district held an IEP within 30 school days of enrollment, then mark "Yes".)</i> 34 CFR §300.320(b) If no, is a current IEP in place for this student?	Current IEP date
7	Did the IEP include transition services to reasonably enable the student to meet their postsecondary goals? 34 CFR §§300.43;300.320(b)(2)	At least one transition service is listed.
8	Did the IEP include courses of study to reasonably enable the student to meet their postsecondary goals? 34 CFR §300.320(b)(2)	MMC or Certificate of Completion is included.
9	Were there annual IEP goals related to the student's transition services needs? (Measurement table for APR reporting)	An annual goal is listed and relates to the transition services needs/postsecondary goal.

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