

Candler County Board of Education  
Program for Exceptional Children

**Procedures for Assistive Technology**

1. All students with an IEP must be considered for assistive technology.
2. Based on the decision of the IEP committee, a student may be referred to the assistive technology team for a consultation/evaluation.
3. The special education teacher will fill out the referral for assistive technology. The referral and a signed parental consent should be sent within 5 days to the school contact person.
4. The school contact person will forward the referral to **Mary P. Clifton** at PEC.
5. The Candler County Assistive Technology Team will assess the data and send a report back to the special education teacher. The special education teacher will then convene an IEP meeting.