

When does In-By-Three Apply?

Compare the Date of PEA Notification Referral to the Date of AzEIP Eligibility	When	And	Then
	Date of PEA Notification/Referral is before age 2.9	Date of AzEIP <i>Eligibility</i> is before age 2.9	In-by-3 requirement <i>applies</i>
	Date of PEA Notification/Referral is after age 2.9	Date of AzEIP <i>Eligibility</i> is before age 2.9	Consider this a late referral by the Service Coordinator* and the In-by-3 requirement <i>applies</i> . File an alert with ADE by sending an email to C2BInbox@azed.gov
	Date of PEA Notification/Referral is after age 2.9	Date of AzEIP <i>Eligibility</i> is after age 2.9 but before age 2.10 ^½	Do your best to meet the in-by-3 requirement. <i>If unable to do so, report this transition as a late referral TO AzEIP</i>
	You receive a call from the Family or the Service Coordinator and do not receive a PEA Notification /Referral Form	Date of AzEIP Eligibility is after age 2.10 ^½	This is considered a Child Find Referral. <i>Standard Special Education evaluation timelines apply</i>

No PEA Notification/Referral Form = No In-By-3 requirement!

*unless the Service Coordinator has provided documentation the family initially opted out. If the family is not available to meet with you to complete the eligibility and IEP process, you may count the transition as “Parent/Child Unavailability” on the report. Make sure you have documentation in the event you are chosen to participate in the file validation process.