



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

To: Superintendents, Principals, and Special Education Directors

From: Traci Hackleman, Esq., Assistant Director of Special Education

Date: June 28, 2021

Subject: iCAP Considerations for Students with IEPs or Section 504 Plans

The Indiana Department of Education (IDOE) is committed to providing opportunities in Indiana to increase each and every student's participation in educational programs where they will leave school prepared for life, post-secondary education, and careers. In support of building this equitable capacity, the IDOE, Office of Special Education (OSE), is committed to making available to students with disabilities the same educational programs and services that are made available to nondisabled students, including participation in virtual learning opportunities.

*Can students with individualized education programs (IEPs) or Section 504 plans enroll in courses through iCAP?*

- Yes. The Indiana Course Access Portal (iCAP) provides an option for students, including those with disabilities who have either an IEP or a Section 504 plan, to take online courses for high school credit.

*What additional responsibilities does the school have for students with IEPs or Section 504 plans who are interested in enrolling in courses through iCAP?*

- Prior to the enrollment of a student with a disability into one or more iCAP courses, the student's case conference committee (CCC) or Section 504 team should meet to do the following:
  - determine whether each online course meets the student's educational goals;
  - review the IEP to consider the extent to which the student's current accommodations can be provided in the virtual learning environment; and
  - revise the IEP to identify any additional accommodations or assistive technology that may be needed to ensure equitable access in the virtual learning environment in order to ensure the provision of a free appropriate public education (FAPE).
- Prior to the first day of the online course, the student's teacher of record (TOR) or Section 504 Coordinator (or Coordinator's designee) is required to provide a copy of the student's IEP or Section 504 plan to the online course instructor and ensure that the instructor is made aware of any requisite accommodations or modifications for the student. It is then the online course instructor's ongoing responsibility to communicate any questions regarding implementation of the student's IEP or Section 504 plan to the TOR.