SECTION IV REFERRAL and ELIGIBILITY PROCESS CHART

**STEP I**

**REPORTED REFERRAL**
A student is referred for consideration by teachers, counselors, administrators, parents/guardians, peers, self, or others with knowledge of student’s academic abilities.

**AUTOMATIC REFERRAL**
Students who score at specified levels on nationally norm-referenced tests. The local board of education establishes the score(s) needed for automatic referral.

**STEP II**

**STUDENT SEARCH/ELIGIBILITY TEAM**
A decision-making team that uniformly considers information collected on student referrals. The team decides if it is appropriate to proceed with formal evaluation.

Search/eligibility team gathers more information.

Additional evaluation is not needed. Student continues in regular education programs.

**STEP III**

**Formal Evaluation**
Student is referred for Gifted Education Evaluation in Mental Ability, Achievement, Creativity, and Motivation.

**STEP IV**

**Eligible**
Reviews assessment results and makes recommendation

**Gifted Services Option(s) Recommendation**
Student(s) may need a MTSS follow-up plan

**Regular Education**
Student(s) may need a MTSS follow-up plan

**Not Eligible**