- Log into EasyIEP, and navigate to your school district's main page.
- Select "Students"

| Main | Students | Wizards | ▶Reports | ▶Admin/District Info | ▶My Account | ▶EdPlan Modules |
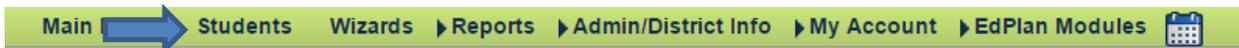
- Click "View My Caseload"

Criteria for Selecting Students to View

Grade Level:	All Grades ▼ ✻	
School:	All Schools ▼ ✻	
Student Last Name:	[ ]	☐ Exact Match
Student First Name:	[ ]	☐ Exact Match
Student Middle Name:	[ ]	☐ Exact Match
Student ID:	[ ]	☐ Exact Match
UIC:	[ ]	☐ Exact Match

Status:
☐ General Ed   ☐ Child Study   ☐ IEP
☐ IFSP Referral   ☐ Initial Referral   ☐ NSP
☐ IFSP Eligibility   ☐ Initial/Redetermination IEP   ☐ Discontinued
☐ IFSP   ☐ Special Ed

Medicaid Status: ☐ Has Medicaid Number

Sort List By: Student's Last Name ▼ ✻

[View Students]

[Advanced Student Search]
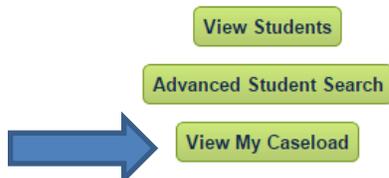
[View My Caseload]

- This brings up your current caseload (administrators are assigned to every student in their building)

Alternate Way:

- Log into EasyIEP and navigate to your school district's main page
- Select "My Caseload" (above the green menu bar, top right

EdPlan by PCG Education   My Caseload | My Calendar | Message Board | Send Us a Message | Logout

Main Menu   Students   Wizards   ▶Reports   ▶Admin/District Info   ▶My Account   ▶EdPlan Modules

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