



## **Arizona Department of Education State Complaint**

Arizona Department of Education (ADE) state complaints are best suited for disputes arising out of the school not doing something it promised to do (such as provide a service included in the student's IEP), or for something the school was required to do by law but has not done (such as provide a parent with Prior Written Notice of a change in placement). ADE's role in the complaint resolution process is to make sure the school is following appropriate IDEA procedures.

- More information about ADE state complaints can be found on ADE's website at the following link: <http://www.azed.gov/disputeresolution/state-admincomplaintsystem/>.
- An FAQ about state complaints is available here: <http://www.azed.gov/disputeresolution/faq-state-complaints-and-corrective-action/>
- ADE state complaint procedures can be found here: <https://cms.azed.gov/home/GetDocumentFile?id=5b635b051dcb2509e41fe16c>.
- A form for submitting an ADE state complaint is available at the following link: <https://cms.azed.gov/home/GetDocumentFile?id=576c3026aadebe139062204c>.

Note that you are not required to use the State Complaint Form, but if you do not you should be sure to include in your complaint the same information that is requested on the form. ADE state complaints must be filed within one year of the alleged violation.

You can read more about ADE state complaints in a series of blog posts on ACDL's website:

- Filing a State Complaint: <https://www.azdisabilitylaw.org/special-education-tip-day-filing-state-complaint/>
- When to File a State Complaint: <https://www.azdisabilitylaw.org/special-education-tip-day-file-state-complaint/>