

LEA Mini Training: Special Education (SpEd) and the Statewide Online Education Program (SOEP)

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Utah State Board of Education, 2025



Statewide Online
Education Program

Our purpose

To build trust through transparency and ensure a clear understanding of the SOEP



Learning Objectives

1. Compare Local Education Agency (LEA) and Online Provider responsibilities regarding the SOEP and IEPs
2. Become familiar with IEP service delivery and monitoring
3. Understand students with disabilities right to participate in the SOEP
4. Review LEA accountability for student outcomes

SOEP Eligibility and Enrollment Facts

- Students in grades 6th-12th are eligible to participate in the SOEP
- An eligible student may enroll in up to **six credits** per school year with the SOEP, or more if it is determined to better meet their academic needs
- SOEP public school students remain fully enrolled in their primary school, and the LEA receives the student's full funding

SOEP SpEd LEA Responsibilities

The LEA is responsible for:

- Determining eligibility for Special Education
- Creating and implementing the Individualized Education Program (IEP)
- Reviewing and revising the IEP to ensure access to the curriculum in an online learning environment
- Adding relevant accommodations of the eligible student's existing IEP to SEATS including updates if revisions are made

How to add accommodations in SEATS:

SEATS

Home About Contact Log in

THE STATEWIDE ONLINE EDUCATION PROGRAM (SOEP)

UTAH PUBLIC EDUCATION ONLINE

The Statewide Online Education Program (SOEP) is publicly funded. Students accepting the Utah Fits All (UFA) scholarship must un-enroll from SOEP courses before receiving the scholarship. For more details on your options and how this may affect a student's credit and transcript, [click here](#).

Students attending Utah Private Schools may learn more about accessing opportunities at [Odyssey](#). For additional information, contact help.ut@withodyssey.com.

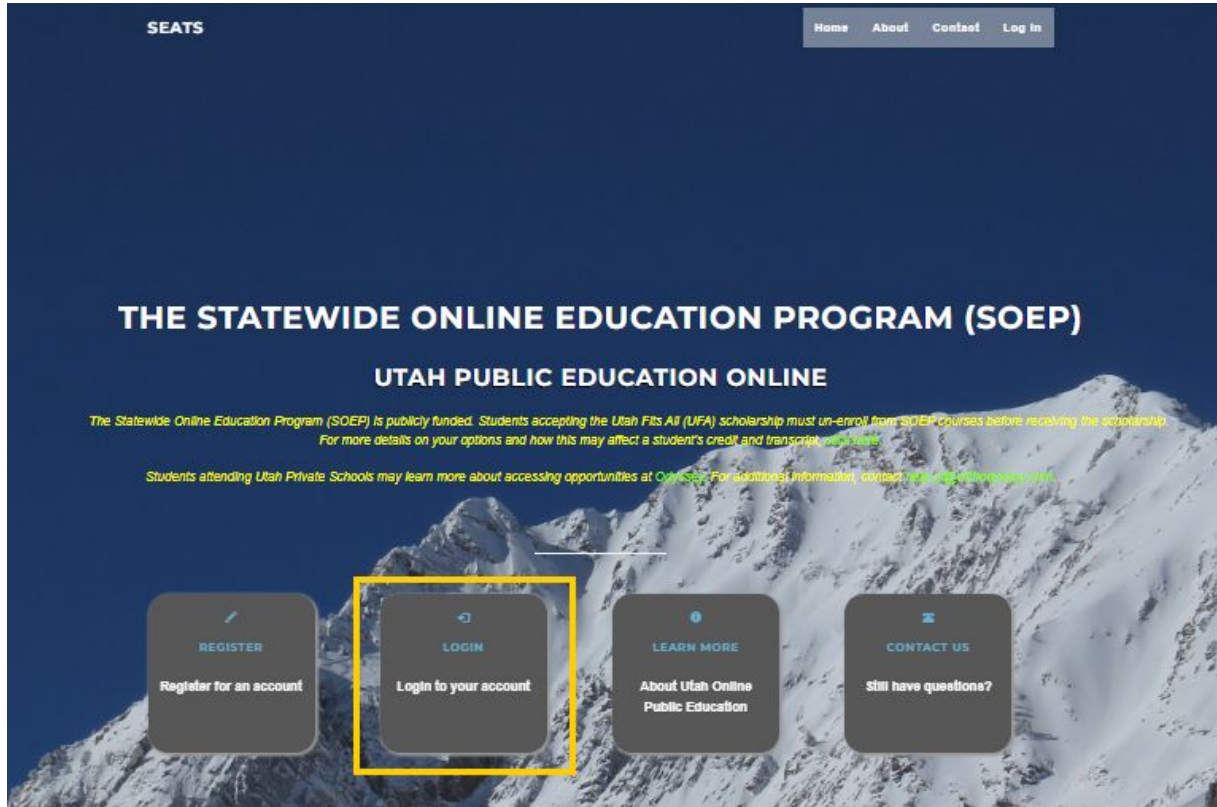
REGISTER
Register for an account

LOGIN
Login to your account

LEARN MORE
About Utah Online
Public Education

CONTACT US
Still have questions?

As a counselor, log in to your SEATS account.



Select "Counselor View."

The screenshot shows the SEATS website interface. At the top left, the text "SEATS" is displayed. At the top right, a navigation bar contains the text "Hello [redacted] Home About Contact Log off". The main heading in the center reads "WELCOME TO SOEP STATEWIDE ONLINE EDUCATION PROGRAM". Below this, a message says "PLEASE SELECT FROM THE OPTIONS BELOW." with a downward arrow. A red notice banner states: "Notice: Beginning May 1, 2024, Districts and Charter schools will have 24 business hours (3 business days) to review course applications." At the bottom, there are four buttons: "ACCOUNT" (Manage My Account), "COUNSELOR" (Counselor View), "MONTHLY DISTRIBUTION REPORT" (Generate Monthly Distribution Reports), and "DASHBOARD" (Enrollment & Progress). The "COUNSELOR" button is highlighted with a yellow border.

SEATS

Hello [redacted] Home About Contact Log off

WELCOME TO SOEP

STATEWIDE ONLINE EDUCATION PROGRAM

[redacted] PLEASE SELECT FROM THE OPTIONS BELOW.

Notice: Beginning May 1, 2024, Districts and Charter schools will have 24 business hours (3 business days) to review course applications.

- ACCOUNT**
Manage My Account
- COUNSELOR**
Counselor View
- MONTHLY DISTRIBUTION REPORT**
Generate Monthly Distribution Reports
- DASHBOARD**
Enrollment & Progress

















Edit a CCA by clicking on the pencil icon.



APPLICATIONS FOR [redacted]

Search:

Show 50 entries

Submission Date	Student	Counselor	Session	Course	Credit	Provider	Status	Graduation Plan Consi...	Actions
1/23/2026	[redacted]	[redacted]	Q4	Secondary Mat...	0.25	[redacted]	Pending Execut...	<input type="checkbox"/>	 
1/23/2026	[redacted]	[redacted]	Q3	Secondary Mat...	0.50	[redacted]	Pending Execut...	<input type="checkbox"/>	 
1/22/2026	[redacted]	[redacted]	Q3	Psychology Qu...	0.25	[redacted]	Pending Execut...	<input type="checkbox"/>	 
1/22/2026	[redacted]	[redacted]	Q3	Language Arts ...	0.25	[redacted]	Pending Execut...	<input type="checkbox"/>	 
1/22/2026	[redacted]	[redacted]	Car	Spanish 1 Quar...	0.25	[redacted]	Pending Execut...	<input checked="" type="checkbox"/>	 
1/21/2026	[redacted]	[redacted]	Q3	Secondary Mat...	0.50	[redacted]	Pending Execut...	<input type="checkbox"/>	 
1/21/2026	[redacted]	[redacted]	Q3	Secondary Mat...	0.50	[redacted]	Pending Execut...	<input type="checkbox"/>	 
1/8/2026	[redacted]	[redacted]	Q3	Web Developm...	0.50	[redacted]	Pending Execut...	<input checked="" type="checkbox"/>	 



Showing 1 to 8 of 8 entries (filtered from 846 total entries)

Previous 1 Next

If a student has an IEP, 504 or MLL Plan, check the box to provide additional details.

COUNSELOR EDIT CCA

COUNSELOR APPROVAL [REDACTED]

Submission Date 1/23/2026 11:24:04 AM

Student [REDACTED]

Early Graduate

Senior Transcript Due By May 10th May 15th

IEP

Section 504

Multilingual Language Plan

Session [REDACTED]

Course Secondary Math 2 Quarter 4

Core Code 07080000100

Credit 0.25

Reason for Taking Course OriginalCredit

Graduation Plan Consistent

Recommend Enrollment

Recommend Rejecting Enrollment

Reason for Recommendation Rejection

Explanation for Recommending Rejection

SAVE

After checking the box, a drop down menu will appear. Select all accommodations that apply.

COUNSELOR EDIT CCA

COUNSELOR APPROVAL [REDACTED]

Submission Date 1/23/2026 11:24:04 AM

Student [REDACTED]

Early Graduate

Senior Transcript Due By May 10th May 15th

IEP

IEP Accommodation [REDACTED]

Section 504

Multilingual Language Plan

Session

Course

Core Code

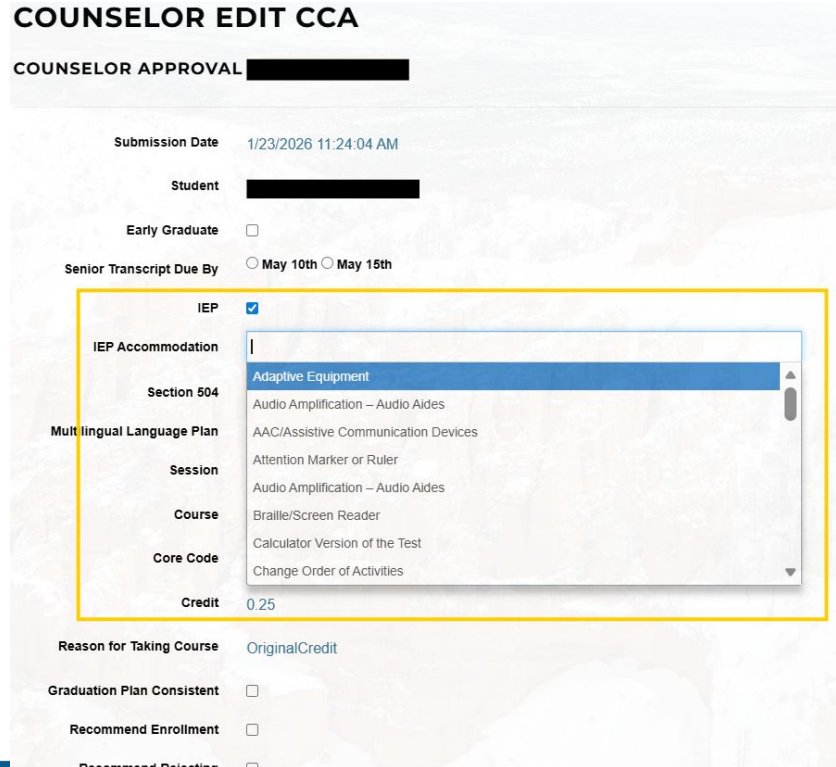
Credit 0.25

Reason for Taking Course OriginalCredit

Graduation Plan Consistent

Recommend Enrollment

Recommend Repeating



To add an accommodation not found in the menu, select "Other." A text box will then appear under the accommodation detail section where you can type in the specific details.

The screenshot displays a web form titled "COUNSELOR EDIT CCA". The form includes several sections: "COUNSELOR APPROVAL" (redacted), "Submission Date" (1/23/2026 11:24:04 AM), "Student" (redacted), "Early Graduate" (checkbox), "Senior Transcript Due By" (radio buttons for May 10th and May 15th), "IEP" (checkbox, checked), "IEP Accommodation" (dropdown menu with "Other" selected), "IEP Other Accommodation Detail" (text input field), "Section 504" (checkbox), "Multilingual Language Plan" (checkbox), "Session" (redacted), "Course" (Secondary Math 2 Quarter 4), "Core Code" (07080000100), "Credit" (0.25), "Reason for Taking Course" (OriginalCredit), and "Graduation Plan Consistent" (checkbox). A yellow rectangular box highlights the "IEP Accommodation" dropdown menu and the "IEP Other Accommodation Detail" text input field.

You may review all selected accommodations in the “Accommodations” box.

COUNSELOR EDIT CCA

COUNSELOR APPROVAL [REDACTED]

Submission Date 1/23/2026 11:24:04 AM

Student [REDACTED]

Early Graduate

Senior Transcript Due By May 10th May 15th

IEP

IEP Accommodation

Section 504

Multilingual Language Plan

Session [REDACTED] HS 25-26

Course Secondary Math 2 Quarter 4

Core Code 0708000100

Credit 0.25

Reason for Taking Course OriginalCredit

Graduation Plan Consistent

Recommend Enrollment

Recommend Rejecting Enrollment

Reason for Recommendation Rejection *Please select a reason for recommending rejection

Explanation for Recommending Rejection

SAVE

After making your recommendation to approve or reject the course request, click "Save."

COUNSELOR EDIT CCA

COUNSELOR APPROVAL [REDACTED]

Submission Date: 1/23/2026 11:24:04 AM

Student: [REDACTED]

Early Graduate:

Senior Transcript Due By: May 10th May 16th

IEP:

IEP Accommodation:

IEP Other Accommodation Detail:

Section 504:

Multilingual Language Plan:

Section: [REDACTED]

Course: Secondary Math 2 Quarter 4

Core Code: 07080000100

Credit: 0.25

Reason for Taking Course: Original Credit

Graduation Plan Consistent:

Recommend Enrollment:

Recommend Rejecting Enrollment:

Reason for Recommendation Rejection:

Explanation for Recommending Rejection:

SAVE

Online Provider Responsibilities

The SOEP Online Provider:

- Is responsible for implementing program accommodations and supports outlined in the student's IEP, as documented in SEATS by the Primary LEA
- May seek assistance from the Primary LEA to implement an eligible student's IEP

IEP Services

The LEA maintains the primary responsibility for ensuring all IEP services are provided. The LEA may fulfill this by delivering the services directly or by establishing a Memorandum of Understanding (MOU) with the Online Provider. If an MOU is established, the Online Provider assumes responsibility for:

- Service Delivery: Executing the specific specialized instruction, services, and supports outlined in the IEP
- Progress Monitoring: Tracking and reporting the student's advancement toward their specific IEP goals

The MOU must clearly outline the financial terms and compensation the Online Provider will receive for delivering these services.

SpEd Right to participate in the SOEP

- An LEA cannot deny students with an IEP the right to participate in the SOEP, for any reasons that do not apply to all students
 - Decisions for rejecting a course request must follow the [SOEP Course Request Decision Tree](#)

Accountability for Student Outcomes

If a parent claims the student did not receive IEP accommodations, in their SOEP course, and files a Due Process complaint

- The Primary LEA is responsible for responding
- If the LEA provided relevant portions of the IEP to the Online Provider and they failed to implement the accommodations, the Online Provider may be required to reimburse the LEA for any resulting costs

SOEP Recommendations for SpEd Students

When a SpEd student enrolls in an SOEP course, it is recommended that:

- The IEP team meet to consider the supports a student may need to access and make progress in the SOEP course(s)
- The Primary LEA coordinates with the Online Provider as necessary to ensure appropriate services, supports, and accommodations are in place, providing information regarding digital learning needs in an online environment

LEA Staff, Counselors & Registrars Training

Do you want more information and understanding of the the SOEP?

- Submit your request [here](#)
 - In-person and virtual options available

Q&A



Feedback/Professional
Development Form
<https://tinyurl.com/4arjdybj>

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