



Personalized Education Program

April 24th, 2025

Presented by Step Up For Students

**OPEN HOUSE
PEP**





Personalized Education Program

APRIL

Agenda

Communications

Scholarship Updates

MyScholarShop

Purchasing Guide Hot Topics

Resources

Questions & Answers

Helpful Links

Contact Information





Personalized Education Program

Communications

Subject: 📌 Renew your student's PEP Scholarship by April 30!

Dates: 03/25/2025

ATTENTION
PLEASE



Renew your PEP Scholarship by April 30!

Please disregard if you have already submitted your application.

Hello.

If you would like to renew your student's Personalized Education Program Scholarship for the 2025-26 school year, now's the time!

Important Details For Renewing Students:

📢 The deadline to apply for a PEP Scholarship for renewal and new students is April 30, 2025, at 11:59 p.m. ET.

The application must be submitted by this deadline to be processed. Please note that processing times vary and may take up to 30 days. To avoid issues, please make sure that you submit ALL required documentation with your application. Families will receive an email with status changes.

No PEP Scholarship applications will be accepted after April 30.

📢 Once a student is found eligible, the deadline to accept a PEP Scholarship is May 31, 2025, at 11:59 p.m. ET.

After May 31, the scholarships for any students found eligible for PEP that have not been accepted will be forfeited. *Note: Once your student is found eligible, you will receive an email with more information about how to accept the scholarship.*

[Click here to renew your scholarship](#)



Personalized Education Program

Communications

**Subject: We Want Your Feedback:
Personalized Education Plan Scholarship**

Date: 03/28/2025



We want to hear from you.

Dear Parent/Guardian,

We are reaching out to you as a recipient of the Personalized Education Plan (PEP) Scholarship.

We kindly invite you to share your valuable insights regarding your experiences with the program. It will only take about five minutes to share feedback.

[Click Here to take the Survey](#)

Upon completing the survey, our Step Up team may reach out to you to gain further insights into your responses.

Thank you for your help!

Step Up For Students



Personalized Education Program

Scholarship Overview

Unique Abilities: Students from age 3 through grade 12 or age 22, whichever comes first, who have a specific diagnosis or have an IEP. The student can be either enrolled as home education with the district or enrolled in a private school.

Private School: The scholarship to attend an eligible private school, and any remaining funds can be accessed through your education savings account to further support your child's educational needs.

PEP: For Florida students who are not enrolled full-time in a private or public school.

New Worlds: The program benefits VPK and K-5 public school students who struggle early in reading and/or math skills.

Transportation Stipend: Supports the transportation costs associated with traveling to a different public school than the one the student has been assigned.



Personalized Education Program



2025-26 Scholarship Application Dates

	Private School Scholarship	Unique Abilities Scholarship	PEP Scholarship
Renewal Application Season	February 1 to April 30	February 1 to April 30	February 1 to April 30
New Application Season	February 1 to November 15	February 1 to November 15	February 1 to April 30

Applications submitted after the renewal deadline will be processed as a new application.
Families will have 30 days after the application deadline to accept or decline the scholarship.

English

Spanish

Fechas de Solicitud de Beca 2025-26

	Beca Escuela Privada	Beca Necesidades Especiales	Beca PEP
Temporada de Solicitud de Renovación	1 de febrero a 30 de abril	1 de febrero a 30 de abril	1 de febrero a 30 de abril
Temporada de Solicitud Nueva	1 de febrero a 15 de noviembre	1 de febrero a 15 de noviembre	1 de febrero a 30 de abril

Las solicitudes enviadas después de la fecha límite de renovación se procesarán como una nueva solicitud.
Las familias tendrán 30 días después de la fecha límite de solicitud para aceptar o rechazar la beca.



Personalized Education Program

Military Application Process



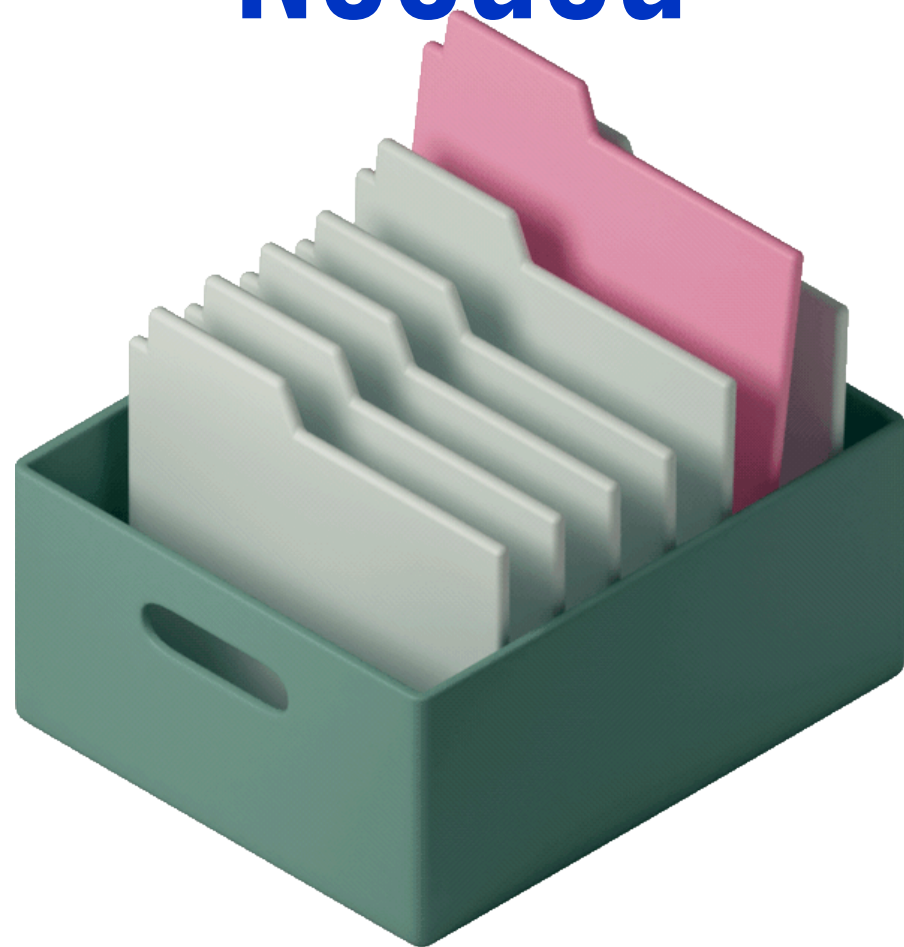
Dependents of active-duty members of the United States Armed Forces have the opportunity to apply for scholarships throughout the school year. This initiative aims to support military families by easing the financial burden of education. Parents or guardians interested in this scholarship after applications are closed for the season must initiate the process by contacting Step Up For Students at (877) 735-7837, where they can open an application for their student.



Personalized Education Program



Military Application - Documentation Needed



To successfully complete the application, parents or guardians need to provide specific documentation based on their residency status in Florida.

- **For established Florida residents:**
 - A copy of the Service Member's Leave & Earnings Statement (LES) for the month of application.
- **For renewal students moving out of Florida:**
 - A copy of the Permanent Change of Station orders.
 - Leave and Earnings Statement.
 - IRS Domicile 2058 or DFAS Form 702.
- **For new students moving into Florida:**
 - A copy of the Permanent Change of Station orders.





Personalized Education Program

Handbook Highlight

At the end of your Private School Family Handbook, you can find a chart that outlines the authorized uses of scholarship funds.

Authorized Use of Scholarship Funds	Scholarship Program				Payment Method
	FES-UA	FTC/FES-E	PEP	NWSA	
Instructional materials	X	X	X	X (DP)	DP or R
Curriculum and curriculum materials	X	X	X	X (DP)	DP or R
Tuition and fees for:					
Full-time, in-person private school	X	X			DP or R
Part-time, in-person eligible private school	X		X		DP or R
Hybrid private school			X		DP or R
Home education instructional programs	X		X		DP or R
Eligible postsecondary institution	X	X	X		DP or R
Dual enrollment	X	X	X		DP or R
Approved pre-apprenticeship programs	X	X	X		Reimbursement
Approved online or virtual provider	X	X	X		DP or R
Private-pay Florida Virtual School	X	X	X		DP or R
Approved VPK program provider	X				DP or R
Approved school readiness provider	X				DP or R
Standardized testing fees	X	X	X		DP or R
Contracted services provided by a public school or school district	X	X	X		DP or R
Private tutoring					
Full-time private tutoring	X		X		DP or R
Part-time private tutoring	X	X	X	X (DP)	DP or R
Services provided by a Choice Navigator	X	X	X		DP or R
Contributions to approved college savings programs					
Stanley G. Tate FL Prepaid College Program	X				Reimbursement
FL 529 Savings Program	X				Direct Pay
Specialized services by approved providers or a Florida hospital					
Applied behavior analysis	X				DP or R
Speech-language pathologist services	X				DP or R
Occupational therapy services	X				DP or R
Physical therapy services	X				DP or R
Listening and spoken language specialist services	X				DP or R
Fees for specialized summer education programs	X				DP or R
Fees for specialized after-school education programs	X				DP or R
Fees for summer education programs that improve reading, literacy, or math skills				X (DP)	Direct Pay
Fees for after-school education programs that improve reading, literacy, or math skills				X (DP)	Direct Pay
Transition services provided by job coaches	X				Reimbursement
Annual home education evaluation fees	X				DP or R
Fees for horse therapy	X				DP or R
Fees for music and art therapy	X				DP or R

"DP" = Direct Pay through EMA or MSS; "R" = Reimbursement. All NWSA purchases must be made by Direct Pay



Personalized Education Program

Please follow the link or scan the QR code provided below to access the necessary application documents for your review.



New & Renewal Student Application Checklist



2025-26 RENEWAL STUDENT APPLICATION CHECKLIST

Renewing your child's scholarship for a Private School (FTC/FES-EO), Unique Abilities (FES-UA), or PEP Scholarship requires certain documents for review and this guide is here to help you gather everything you need. If your student received funds in 2024-25, they're considered a renewal student.

Proof of Florida Residency:

Proof of Residency requires one document from Column A or two different documents from Column B. All documents must be current (dated within two months for recurring bills or statements), valid, and match the parent's or guardian's (primary or secondary) full name and the physical address on the application.

Column A Upload a copy of one of these documents	Column B Upload a copy of two of these documents
Utility bill (electric, gas, water)	Florida Driver's License or state-issued ID card
Mortgage statement or residential lease agreement	Paystub
Proof of current government benefits (Social Security, Veterans Affairs, Disability, Medicare, Section 8/HUD, TANF, SNAP, DCF correspondence)	Insurance policy statement (auto, health, home, or renters)
Homestead or Property tax statement/assessment	Mortgage acceptance letter
Permanent Change of Station (PCS) military orders*	Property Deed
Verification of homelessness	<i>Please note: Both documents from Column B need to be from the same guardian and must be from different categories.</i>
Migrant Address Verification Letter	

*Active-duty members of the United States Armed Forces who do not have a Florida residential address at the time of application but have received Permanent Change of Station (PCS) orders must provide a copy of their PCS orders in the application documents and list the Florida address of the unit to which they are being assigned or from which they are being relieved.

Social Security Number

A Social Security Number will need to be entered for you and your student.

Note: FES applications require student social security numbers. If you or your student do not have a Social Security Number, leave this question blank. Your student will only be considered for a Private School Scholarship (FTC).

Diagnosis Documentation:

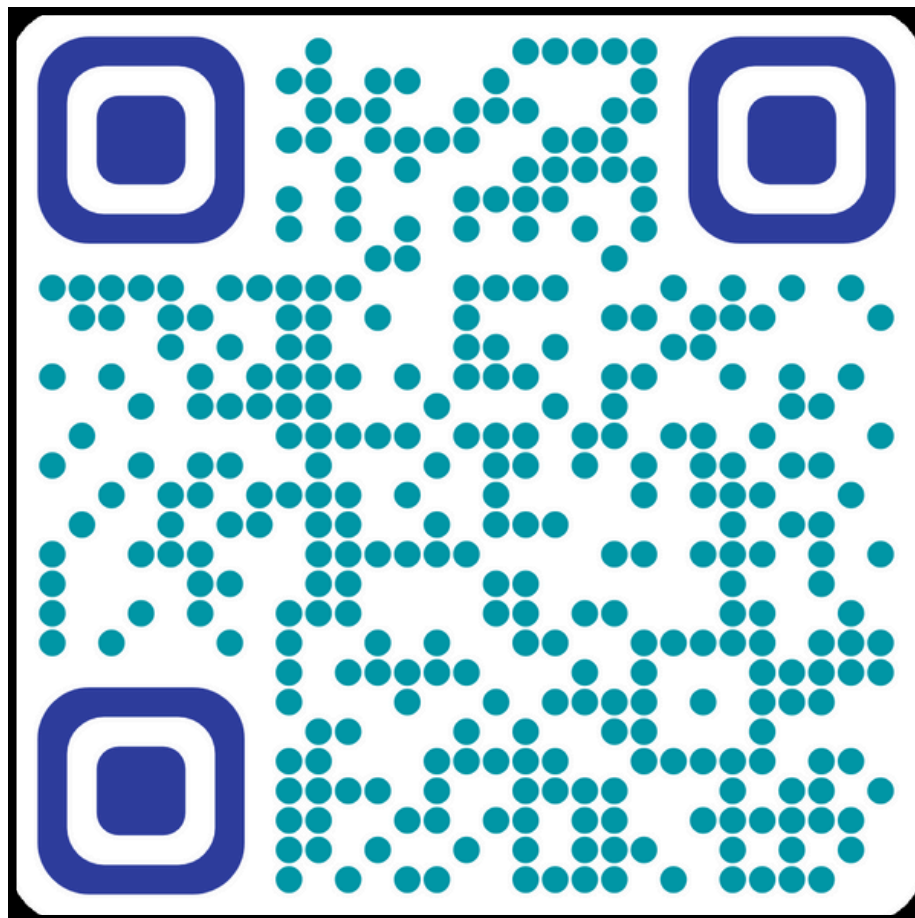
Additional documentation may be necessary for certain Unique Abilities Scholarship (FES-UA) applications. If your student previously qualified for the FES-UA scholarship under one of the following categories, you must submit documentation to demonstrate the student qualifies under an eligible diagnosis for the 2025-26 school year:

- Students who qualified as "high-risk" and who are turning 6 on or before September 1, 2025
- Students who qualified based on being hospitalized or homebound



Personalized Education Program

Click the link or scan the QR code below for a step-by-step guide for a renewal student.



[Renewal Application Process](#)



Step Up For Students

Renewal Application Process

2025-2026

Florida Tax Credit (FTC) Scholarship, Family Empowerment Scholarship for Educational Options (FES-EO), the Personalized Education Program (PEP) Scholarship





Personalized Education Program



Switching to Another Scholarship



If you're considering switching from a PEP to a Private School Scholarship, or vice-versa, please do not decline your current scholarship. Instead, reach out to us at 1-877-735-7837 to initiate the switch!

However, if you're looking to change from the Private School Scholarship or PEP to a different scholarship, you must first decline your current scholarship. This will remove the student from the Private School Scholarship or PEP, making them eligible to apply for other scholarships.



Remember, the deadline for switching to PEP is April 30, 2025.





Student ID

**Student ID:
Provide this number
when speaking with
the Engagement
Center.**

The screenshot shows the 'Scholarship Portal' interface. On the left is a sidebar with the 'EMA Education Market Assistant' logo and navigation links: 'Dashboard', 'Reimbursements', 'My Students' (highlighted with a red arrow), 'Recent Transactions', and 'Help'. The main content area has a top navigation bar with 'Apply For Scholarship', 'Open Student Learning Plan', and 'New Reimbursement' buttons. Below this, the 'Student Profile' section is visible, featuring an 'EDIT' button and a red-bordered box around the 'Student ID' field, which contains the value '206...'. Other profile fields include Name, DOB (6/15), Gender (Male), Ethnicity (Hispanic or Latino), Race (Black or African American), Relationship To You, and Student FLEID number. To the right of the profile, a 'Current Funds Available' section shows 'New Worlds Scholarship Accounts' with a balance of '\$0.00'. Below that, an 'Applications' section displays 'New Worlds Scholarship Accounts (24-25)' with a 'Funded' status, 'Award ID: 20001636', and 'Program Award Amount: \$5,000.00', accompanied by a 'VIEW APPLICATION' button.



Personalized Education Program

What is

my **ScholarSHOP**?

Benefits of the MyScholarShop

- MyScholarShop vendors are paid directly through your child's scholarship account with no out-of-pocket costs.
- No reimbursement paperwork is needed.

How Does MyScholarShop Work? "Pick it, Click it, and Ship it"

Search for what you need as you would on any online store and find the items you want. Mark them as a favorite for later and check them out when you're ready. MyScholarShop will do the rest, including checking to ensure you have available funds. Don't forget to verify your shipping address before checking out!


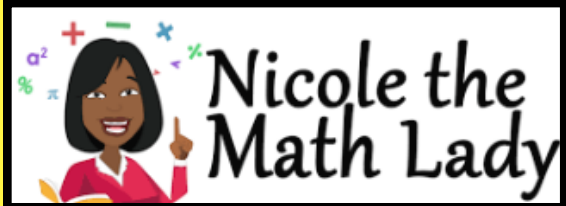
You are not obligated to use MyScholarShop. You can purchase pre-approved instructional materials and curricula directly from vendors and then apply for reimbursement.



Personalized Education Program



MyScholarShop Vendor Alert




Company Name	Description of Services	Website
	Each week, you'll receive a historical letter in your mailbox from notable figures like Benjamin Franklin and Sojourner Truth. Choose from topics such as World War II, the Industrial Revolution, and the Civil War, featuring a variety of eras and personalities. Each letter comes with “The Postscript,” an article providing background information from our expert researchers.	https://www.letterjoy.com
	Nicole the Math Lady teaches Saxon Math and offers memberships for one-year access to lesson videos, online grading, and support tools for individuals, families, co-ops, and schools. Saxon Math uses a spiral method to introduce new skills daily while reviewing previous concepts. With her video lessons, students can effectively learn Saxon Math.	https://nicolethemathlady.co m/



Personalized Education Program



MyScholarShop Vendor Alert

Company Name	Description of Services	Website
	Discover effortless baking and family bonding with our bake & explore kits. Each kit features recipe cards, quality Ingredients, and engaging activities. Create lasting memories as you bake and taste global treats together, strengthening family ties through the joy of cooking.	https://www.bakitbox.com/
	The "2 Hour Learning" model redefines education by allowing students to focus on their studies for just two hours each morning, using adaptive learning apps and AI tutoring to customize their experience. The rest of the day offers flexibility for activities that develop life skills and personal interests, promoting a balance between academic success and real-world experiences.	https://2hourlearning.com/
	Super Duper Publications creates fun educational materials for children ages 3 to 12, including games, workbooks, and online programs, with a focus on those with speech and language delays, developmental disabilities, and autism.	https://www.superduperinc.com/



Personalized Education Program

MyScholarShop Resources



[Navigating MyScholarShop
in EMA](#)



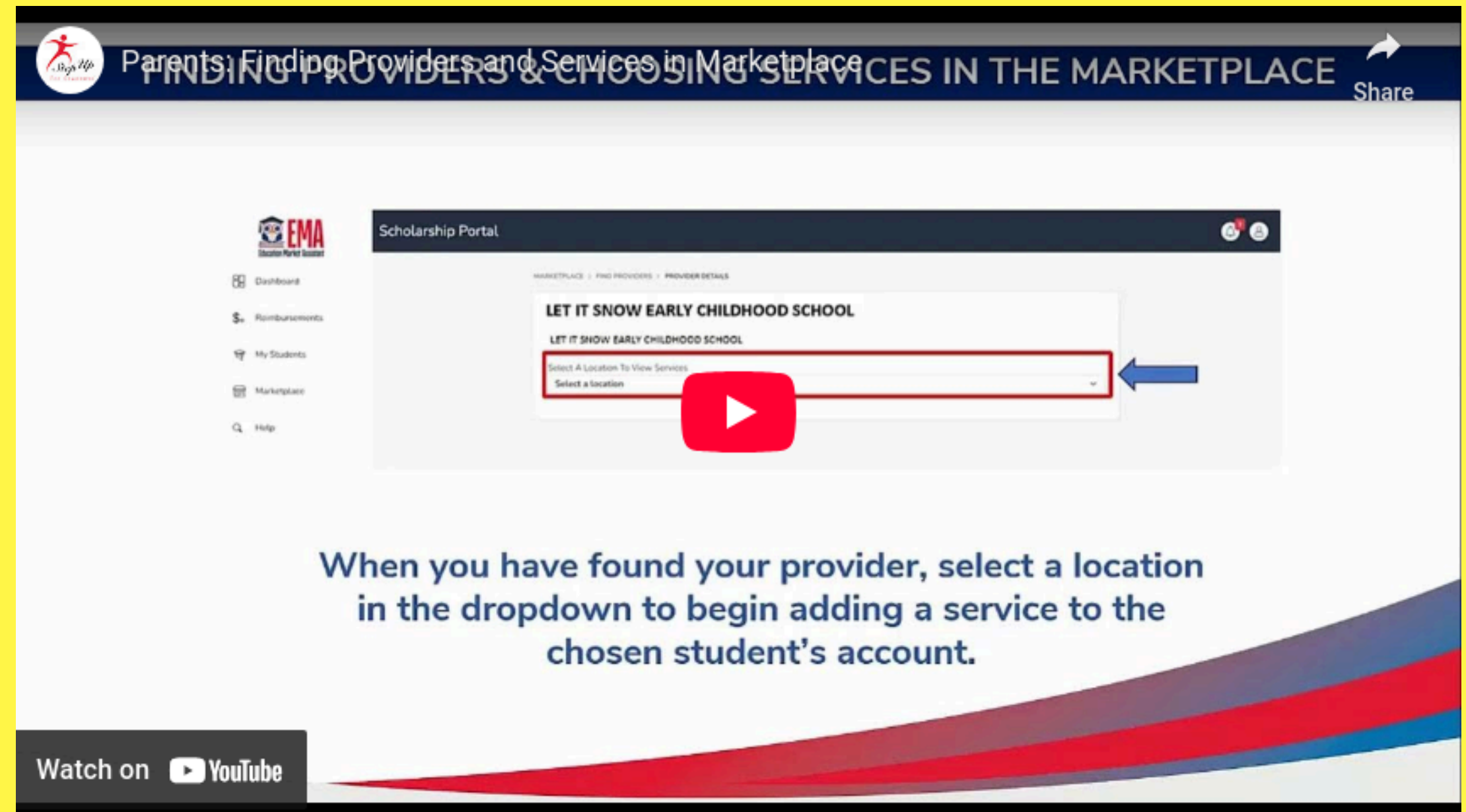
Personalized Education Program

How To Find Providers:

How to use the marketplace to find a direct pay extracurricular activity for my child to participate in?

All of this information can be found in the [Parents: Finding Providers and Services in Marketplace](#)

You Tube Video linked here



[Parents: Finding Providers and Services in Marketplace](#)



Personalized Education Program

PEP Purchasing Guide pg. 8-10



Purchasing Guide Hot Topics



Florida Theme Parks /Field Trips &

Wi-Fi / Internet Services





Personalized Education Program

Florida Theme Parks & Field Trip

PEP Purchasing Guide pg. 8-9

Approved Florida Theme Parks & Field Trip



- Museum Admission
- Aquarium/Zoo Admission
- Programs or Events at Museums/Zoos/Aquariums
- Museum or Library Memberships
- Aquarium/Zoo Memberships
- Ticketed Events (including plays, musicals, or orchestral performances)
- Admission to Cultural Programming Events or Facilities
- Admission to a Florida theme park
- School Field Trip fees paid to an Eligible Private School





Personalized Education Program

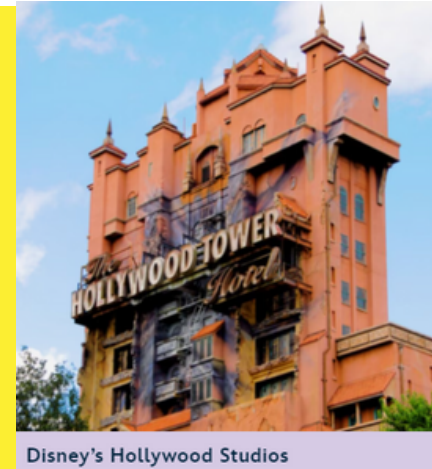
Eligible Florida Theme Parks

Please Note: An annual pass or multi-day ticket includes admission to more than one of the theme parks above in the same resort family.

PEP Purchasing Guide pg. 8-9



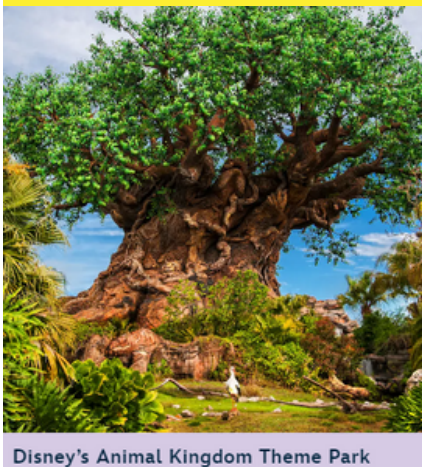
Magic Kingdom



Hollywood Studios



Universal Studios Florida



Animal Kingdom



Epcot



Islands of Adventure



Peppa Pig Theme Park



SeaWorld Orlando



Legoland Florida



Busch Gardens Tampa Bay



Personalized Education Program

Florida Theme Parks & Field Trips

PEP Purchasing Guide pg. 8-9

Important Items To Note



- Student admission only— Family admissions reimbursements will be prorated to cover only the student's cost.
- The student's ticket price must be age-appropriate.
- Special event ticketing (for example, after-hours events) at a Florida Theme Park is not an eligible expense.
- Tickets or admission must be purchased directly from the venue/vendor.
- Secondary market or resale tickets are not reimbursable.




Personalized Education Program

Reimbursement in EMA for Field Trips




Florida Theme Parks & Field Trips


Please use 'Add Item' for each line item of your receipt/invoice.


edu benefit form .png  Your Receipt


ITEM 1

Purchase Date* 04/09/2025 

Invoice # 1223445

Category* ⓘ Instructional Material 

Type* ⓘ Field Trips 


Description ⓘ 

Amount*

Who did you pay?* ⓘ

Educational Benefit* ⓘ

Attach Additional Documents
You may attach any additional documents that include proof of payment.

 Upload a document

Select a Description

- Select a Description
- Cultural Programming Event or Facility Admission
- Eligible Home Education Instructional Program Field Trip
- Eligible Private School Field Trip (including Hybrid)
- Florida Theme Park Admission
- Museum or Similar Admission
- Museum or Similar Program or Event Admission
- Museum, Library, or Similar Membership
- State/National Park Admission
- Ticketed Event (including plays, musicals, or orchestral performances)
- Zoo/Aquarium Admission
- Zoo/Aquarium Membership



Personalized Education Program

Florida Theme Parks & Field Trips

PEP Purchasing Guide pg. 8-9



- Each scholarship student may submit one reimbursement request for admission to one Florida theme park during the school year (July 1, 2024 - June 30, 2025) for a value up to \$299 before tax. The parent or guardian may choose either a single or multi-day park admission ticket or an annual pass, which will be reimbursable at the actual rate paid for the student's age group, up to \$299 plus tax.
- Additional services (such as parking, food and beverage packages, photographs or souvenirs, or premium access) will not be covered.
- Theme park admissions must be in the state of Florida.
- Out-of-state field trips and Florida theme park admission reimbursement requests must be accompanied by educational benefit form.



Personalized Education Program

PEP Purchasing Guide pg. 9

Wi-Fi And Internet Services



Wi-Fi & Internet Services What's Covered?

- In-home internet services including Mobile Hot Spot at the Florida residential address associated with their student's scholarship application.
- Modem or router rental from the internet service provider and billed with a monthly internet service is also eligible.



Personalized Education Program

Internet Services Invoice Requirements

Service Address

Service Address: Susan Smith
5308 Sunshine Ln
JACKSONVILLE FL 32207-5002

Retailers Name

Retailers Name: AT&T

Services Billed For & Dates Of Service

Services Billed For & Dates Of Service: Internet 100 Stand-alone (Access from AT&T Residential Offer)
Jan 12 - Feb 12

Amount Requesting

Amount Requesting: Total due: \$116.97
Due Now: \$106.98

Proof of payment is required.

Proof of payment is required.

AT&T Invoice Details:

Page: 2 of 3
Issue Date: Jan 12, 2024
Account Number: 1234567890

Service activity

Account charges

Activity since last bill: 1. Late Payment Fee
Dec 11 - Jan 12
Jan 04

Total for Account charges: \$106.98

Internet

Monthly charges: 1. Internet 100 Stand-alone (Access from AT&T Residential Offer)
2. Access Unlimited Usage Plan
Jan 12 - Feb 12

Total for Internet: \$106.98

Usage summary

Data	Used
Data allowance (unlimited GB)	3,942

News you can use

Important information

Late payment fee: A late payment fee of up to \$8.99 will be assessed if payment is not received on or before the due date.

ACP support: If you have any questions or concerns about your Affordable Connectivity Program (ACP) benefits, please call us at the AT&T ACP Center 888.986.2962.

Customer support



Personalized Education Program

Educational Benefit Form Explained

Please ensure all necessary questions are thoroughly answered and a detailed description is given for the educational benefit of that item, lesson, field trip.



Educational Benefit Form

Sample of Educational Benefit Form



Educational Benefit Form

Student Name: Johnny Doe

Student ID: 1234567890

Item for which reimbursement is requested (the item you purchased or plan to purchase):

Florida Theme Park Admission

What is the Educational Benefit of this item?

The park incorporates technology, engineering, and physics into its rides and attractions.

Discussions about how rides work, such as roller coaster mechanics or 3D/4D technology, can spark interest in STEM fields.

☒ I affirm scholarship program funds are used only for authorized purposes as described in ss. 1002.394(4) or 1002.395(6), F.S., as applicable, and serve the listed student's educational needs.

Parent Name: Jane Doe

Parent Signature: Jane Doe

PLEASE NOTE: Any violation of the FES/FTC scholarship statutes, rules, policies, or procedures may result in the loss of the scholarship, ineligibility for future scholarships, or financial or criminal penalties. Please see the Parent Handbooks for [FES-UA](#) or [FES-EO/FTC/PEP](#).



Personalized Education Program

**Families now have the ability
to complete the 25/26
Student Learning Plan**



**LATEST
NEWS**



**Personalized Education Program (FTCPEP)
Student Learning Plan (SLP)**



Student Learning Plan YouTube Video
<https://youtu.be/mNE0pX7KG8w>



Personalized Education Program



End Of Year Test Scores



**The End Of Year test
scores will be available
for upload around
June/July**



Personalized Education Program

Reimbursement Resources

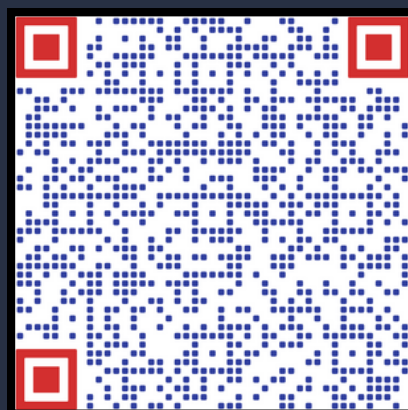
Reimbursement Guide

A step by step guide to submitting a Reimbursement in EMA

Please scan the QR code or you can click the link to access the presentation



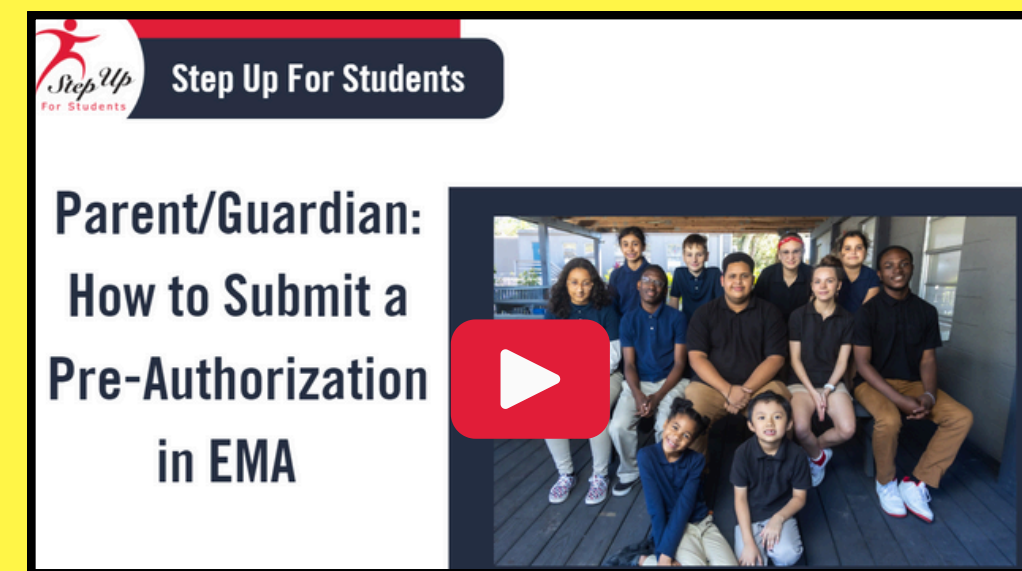
[Guardians Reimbursement Guide](#)



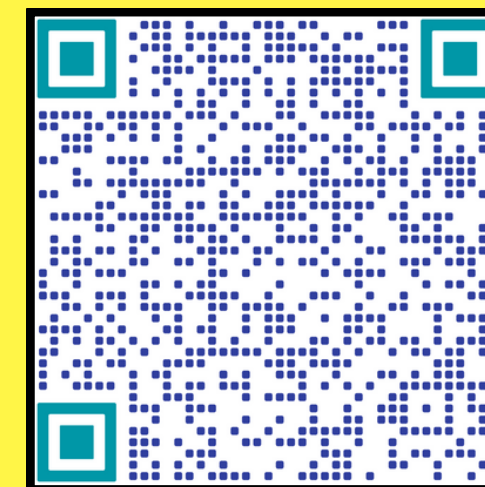
Pre-Authorization

A step by step guide to submitting a Pre-Authorization in EMA

Please scan the QR code below or you can click the link to access the presentation also to your right you can click the link to access the YouTube video for this process.



[Pre-Authorization Presentation YouTube Video](#)

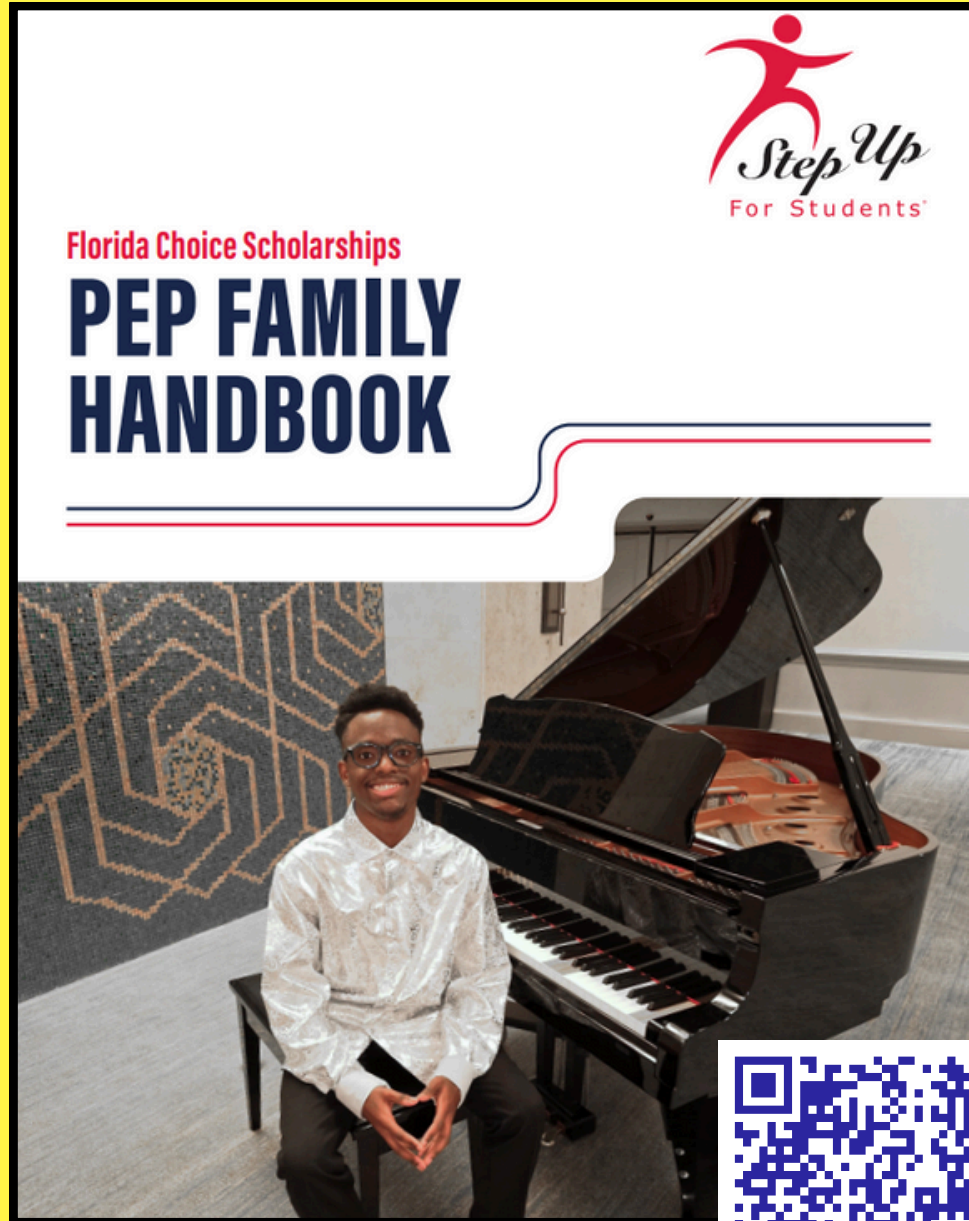


[Pre-Authorization Presentation](#)



Personalized Education Program

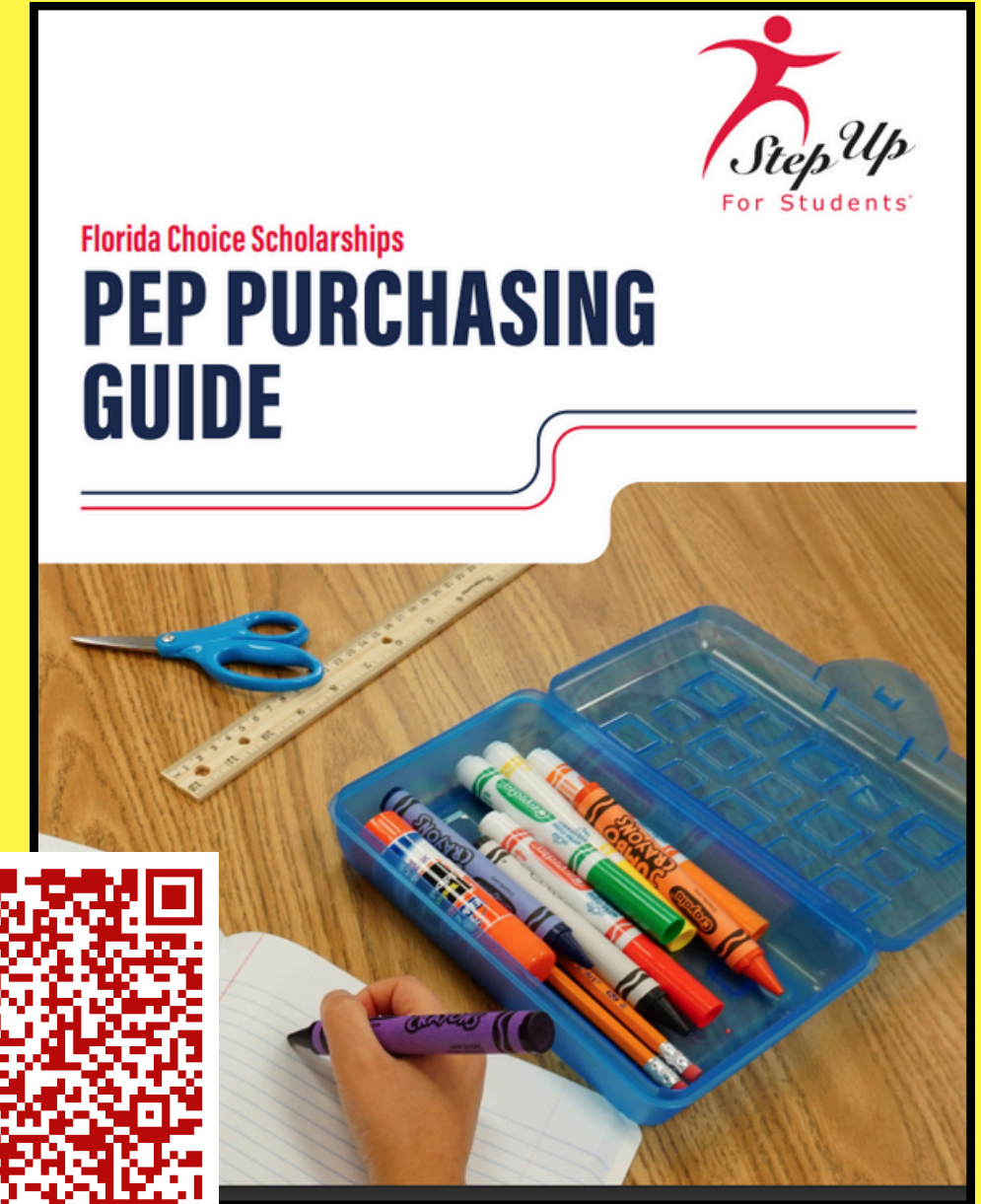
Guardian Handbook & Purchasing Guide Resources



[PEP Family Handbook](#)



Please scan the QR code
or you can click the link
to access the Guardian
Handbook or the
Purchasing Guide



[2024-2025 Purchasing Guide](#)





Personalized Education Program



At this time we do not have the staffing for live Q&A sessions during the webinars but all questions turned in after the webinar are reviewed and we do our best to answer them in the following month's webinar.



Personalized Education Program

**When will the governor
sign the budget?**



**Finalized award amounts
will be announced once the
Governor signs that budget
which will be no later than
July 1st.**



Personalized Education Program



Q: If I want to switch from PEP to a private school scholarship, or vice-versa, what do I need to do? When is the deadline to do so?

A: Students who wish to switch from a private school scholarship to a Personalized Education Program (PEP) scholarship or vice versa should contact Step Up For Students to request a program switch (see page 7 of the handbook).

To switch from a PEP scholarship to a private school scholarship, the deadline for renewal applications is April 30th.

To switch from a private school scholarship to a PEP scholarship, the deadline is also April 30th. After this date, no applications will be accepted.

Q: How do I go about having my favorite tutor added to the Provider Marketplace?

A: Here is a helpful link to share with your favorite tutor so they can start the process of joining the Provider Marketplace.

<https://www.stepupforstudents.org/schools-and-providers/>



Personalized Education Program



Q: Now that my child is now a PEP student, how do I withdraw from a home education program with my local school district?

A: You will need to send a letter to inform your superintendent that you are terminating the home education program. Once you've filled it out, submit it to your school district using the contact information provided on their website. Here is a link to the letter: https://www.stepupforstudents.org/blog/document_library/home-education-termination-letter/

Q: Can PEP students qualify for a Florida Bright Futures scholarship?

A: Yes! They must meet the eligibility requirements (see p. 8 of the Bright Futures Student Handbook). <https://www.floridastudentfinancialaidsg.org/PDF/BFHandbookChapter1.pdf>



Personalized Education Program



Past PEP Open Houses



[January Open House](#)



[February Open House](#)



[March Open House](#)



Personalized Education Program

Looking Ahead: Here are the registration links for the upcoming Private School, Unique Abilities, & New Worlds Open Houses



[New World Open House](#)

May 14, 2025

**REGISTER
NOW!**



[FTC/FES-EO Open House](#)

May 8, 2025



[Unique Abilities
Open House](#)

May 15, 2025



[PEP Open House](#)

May 22, 2025



Personalized Education Program

Are you looking for additional
helpful videos?
Scan the QR code or click the link
below...



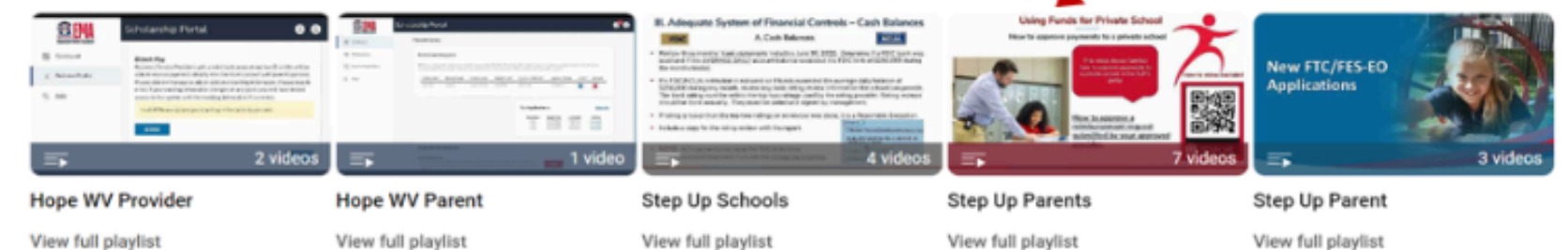
[STEP UP FOR STUDENTS YOUTUBE CHANNEL](#)

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HOME VIDEOS SHORTS **PLAYLISTS** COMMUNITY CHANNELS ABOUT

Created playlists





Personalized Education Program

**ATTENTION
PLEASE**

The PEP deadline for New & Renewal applications is **Wednesday April 30, 2025**



As the deadline for New & Renewal applications approaches, it is crucial to remember that **Wednesday, April 30, 2025**, marks the final day for submissions. This date is significant for all applicants who wish to ensure their participation in the program, as missing this deadline could result in a loss of opportunities and benefits associated with the program.



Personalized Education Program



Contact Us

Monday-Friday 8:00am-5:00pm EST



Chat with us: sufs.org



877-735-7837



Personalized Education Program

Thank you for attending!

Upcoming webinar: May 22, 2025

[Registration Link](#)