



Personalized Education Program

October 24, 2024

Presented by Step Up For Students

**OPEN HOUSE
PEP**





Personalized Education Program

Agenda

Communications

MyScholarShop: New Vendor Alert

The Reimbursement Process

Handbook Highlights

Purchasing Guide Hot Topics

Q&A

Resources

Contact Us





Personalized Education Program

Communications

Subject: Notice: PEP payment error correction

Dates: 10/12/2024

Florida Tax Credit Scholarship Program *Personalized Education Program*



Dear Parent/Guardian,

On October 11, 2024, you may have briefly seen a larger amount of available funds in your student's Personalized Education Program (PEP) scholarship account for the 2024-25 school year.

The additional funds are for quarter 2, and temporarily appeared in some PEP accounts due to an error. These funds will be posted to PEP accounts according to the original timeline, which is set for the week of November 4.

We apologize for any confusion this may have caused.

Questions?

Chat with a live agent at www.sufs.org.

Please [click here](#) to view our contact information.

Thank you,

Step Up For Students





Personalized Education Program

Communications



This communication is a reminder if you have not submitted your student's previous year end-of-year norm referenced annual assessment results, you must submit them by Oct 25, 2024.

If you do not submit the assessment results, no additional funding will be distributed to your student's account. So please take care of this if you have not done so already.

Please note: For previous PEP students who are exempt from Annual Assessment requirements, please complete and submit the Test Exempt Form.



In the aftermath of Hurricanes Helene and Milton, Step Up For Students wants our impacted families, schools, and partners to know that we are here for them in these trying times and are committed to doing all we can to ensure their education opportunities will continue during the recovery.

Dear Parent/Guardian,

The deadline for submitting your student's 2023-24 end-of-year norm-referenced annual assessment results has been extended to October 25, 2024.

Students funded on the PEP scholarship in the spring of the 2023-24 school year must submit the student's 2023-24 end-of-year norm-referenced annual assessment results by this date, regardless of if they are no longer participating in a Step Up scholarship program for the 2024-25 school year.

If you do not submit your student's end-of-year norm-referenced annual assessment results by 11:59 p.m. ET on Friday, October 25, 2024, your student's available funds will be returned, and your account will be closed.

NEXT STEPS:

- [Click here](#) for step-by-step instructions on how to submit your student's assessment or test results.
 - While submission of test scores is required by law, the **results** of the test will not impact your student's scholarship eligibility or your ability to access your student's scholarship funds or any provider's services.
- **Please note:** For previous year PEP students who are exempt from Annual Assessment requirements, please complete and submit the [Test Exempt Form](#) in place of the results.
- **Still need to take an assessment?** It's not too late. A list of approved tests can be found [here](#).



Personalized Education Program

Communications

Subject: Learn How PEP funds can be used at a private school

Date: 10.21.24



Approved PEP funds can be used for hybrid learning at an approved PEP private school.



A message from Step Up For Students

In the aftermath of Hurricanes Helene and Milton, Step Up For Students wants our impacted families, schools and partners to know that we are here for them in these trying times, and are committed to doing all we can to ensure their education opportunities will continue during the recovery.

Please visit www.sufs.org/hurricane-updates for the latest information.

PEP funds can be used for hybrid learning at a private school

Dear Parent/Guardian,

We are excited to announce that Personalized Education Program (PEP) scholarship funds can be used at participating private schools! The registered private school must be approved by the Florida Department of Education (FLDOE) to offer hybrid learning to PEP students.

Please take a moment to view our PEP Hybrid Eligible Private School FAQs [here](#).

Questions?

Chat with a live agent at www.sufs.org.

Please [click here](#) to view our contact information.

Thank you,

Step Up For Students



Personalized Education Program

NEWS ALERT

Questions about PEP Hybrid Schools?

[PEP-Hybrid-FAQs](#)

[PEP-Hybrid-FAQs](#)

[Spanish](#)



PEP Hybrid-FAQs



Personalized Education Program (PEP)

PEP Hybrid Eligible Private School FAQs for Parents/Guardians

What is a PEP Hybrid eligible private school?

- A PEP Hybrid eligible private school is a private school that provides PEP students with the option for regular in-person attendance at the Florida Department of Education (FLDOE) approved school location at least two days per week. These schools are registered private schools with the FLDOE and have been approved by the FLDOE to offer hybrid learning to PEP students.

Which scholarship programs allow PEP Hybrid schools as a covered expense? Can non-PEP students use their scholarship for hybrid learning?

- Approved PEP Hybrid schools are only permitted to offer hybrid learning to PEP students. For the 2024-25 school year, full-time enrollment in a hybrid model private school is not an authorized use of funds through the Family Empowerment Scholarship for Students with Unique Abilities (FES-UA), Florida Tax Credit Scholarship (FTC), and Family Empowerment Scholarship for Educational Options (FES-EO) programs. However, FES-UA funds may be used to cover part-time enrollment or a la carte classes at an eligible private school, including those eligible for PEP students. Please note: that private schools may still charge part-time tuition to PEP and FES-UA students regardless of whether the school is listed as a PEP Hybrid school.

How can PEP parents/guardians know which PEP Hybrid schools are approved?

- Parents/guardians can find the list of approved PEP Hybrid schools on the FLDOE website: <https://www.floridaschoolchoice.org/information/privateschooldirectory/>

How do PEP parents/guardians enroll in a PEP Hybrid school?

- Parents/guardians should not enroll their students in PEP Hybrid schools through EMA. PEP parents/guardians may use the EMA Marketplace to allow the PEP Hybrid school to receive payment directly from their student's scholarship account ("direct pay") once it is available or to seek reimbursement after paying for the service out-of-pocket. Please



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

MyScholar Shop New Vendor Alert



Company Name	Description of Services	Website
	<p>Homeschool Complete provides parents with a high-quality homeschool curriculum to help meet the educational goals of each family. The methods and ideas have been developed by a certified teacher and tested with homeschool students. Our curriculum aligns with accepted grade level standards and exemplifies excellence in homeschool education.</p>	<p>www.homeschoolcomplete.com</p>
	<p>Are you looking for a world history curriculum for your high school student that is complete and easy to use? Exploring World History covers all periods of history—ancient, medieval, and modern—from the perspective of faith in God and respect for His Word. It offers a thorough survey of Western civilization with significant coverage of Latin America, Africa, and Asia.</p>	<p>https://shop.notgrass.com/</p>
	<p>MOJO Education is committed to providing high-quality early childhood resources that promote diversity and inclusion. Our mission is to enhance self-esteem in children through learning materials that reflect their identities and peers. We recognize the importance of play in shaping children's perspectives on diversity and culture. Our resources align with national and state standards, aiming to foster a kinder, more inclusive world.</p>	<p>www.mojoeducation.com</p>



Personalized Education Program

MyScholarShop Resources



Welcome to



NAVIGATING MyScholarShop In EMA

Navigating MyScholarshop inEMA



**PARENTS: FINDING PROVIDERS &
SERVICES IN THE MARKETPLACE**

**Parents: Finding Services and
Providers in the Marketplace**



The Reimbursement Process



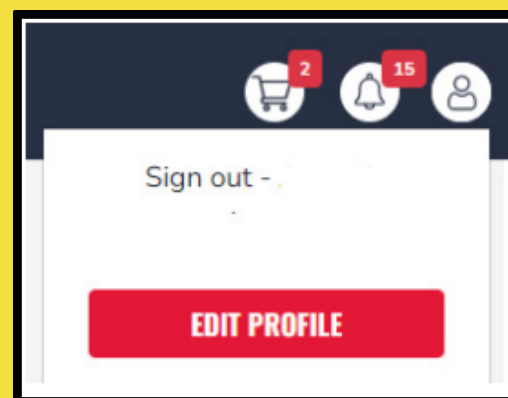
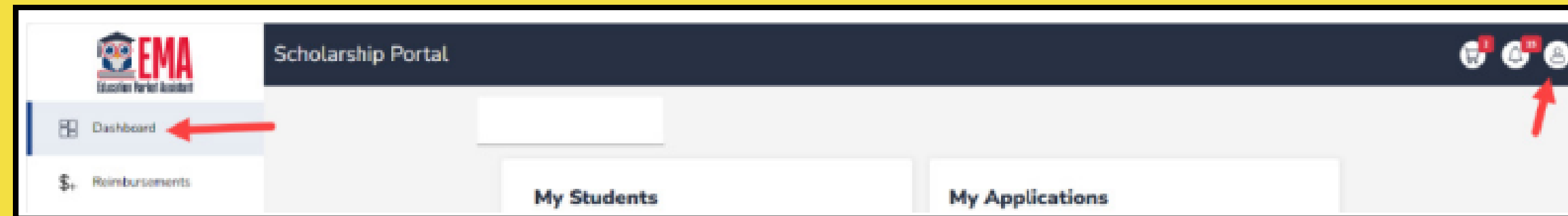
You paid out of pocket for a product or service related to your student's educational journey. Now what? To submit a reimbursement request for your student, please follow the instructions on the next few slides...



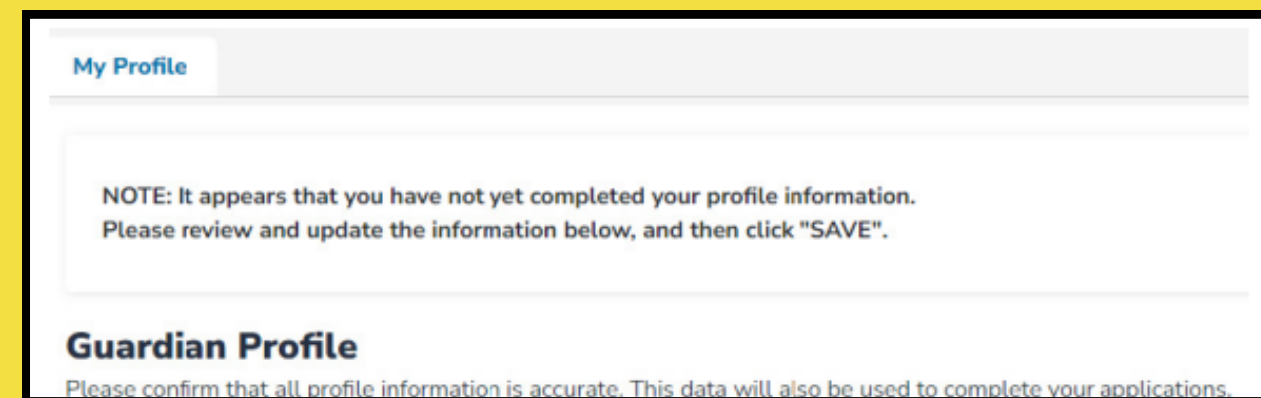
The Reimbursement Process

Log in to EMA. When submitting a reimbursement for the first time, you will need to take the steps here to select your reimbursement payment method.

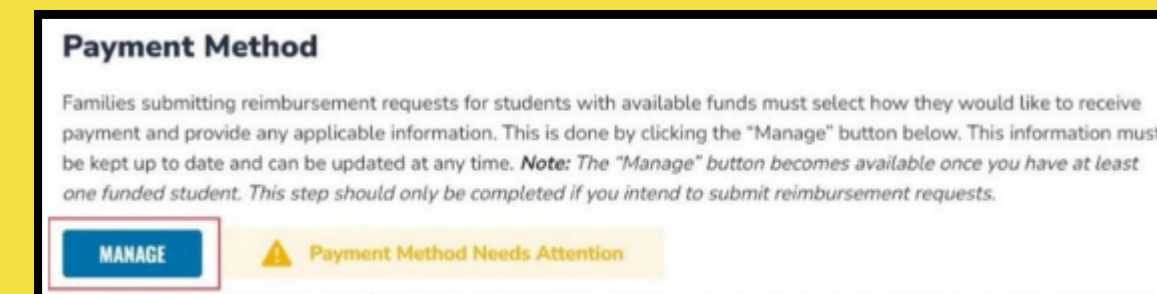
a. From your EMA dashboard, select the profile icon at the top right corner of the screen.



b. Select EDIT PROFILE from the popup window that displays.



c. The Guardian Profile screen displays (under the My Profile tab).



d. Scroll down to the Payment Method section (middle of the page).



The Reimbursement Process

Payment Method

I, as Guardian to a student receiving HOPE Scholarship funding, understand that payment processing for this Agreement operates through a third-party software owned and operated by Tipalti Inc. ("Tipalti"). Through acceptance of this Agreement, I will be presented with the terms and conditions of use of Tipalti's platform and services pursuant to its "Payee Agreement." I consent to the jurisdiction of West Virginia courts and when presented with this Payee Agreement, I understand and agree to the modification of the section therein entitled "Contracting Entity, Governing Law, and Venue" to implement following language ("the Addendum"):

6. CONTRACTING ENTITY, GOVERNING LAW, AND VENUE – The agreement shall be governed exclusively by the laws of the State of West Virginia. Any dispute shall take place with venue in the appropriate West Virginia state or federal court. This provision replaces any references to any other State's governing law or any previous choice of venue provisions.

For the avoidance of doubt, any language purporting to stipulate that California laws will apply to this Addendum or the Payee Agreement, or that any disputes in relation to the same are to take place in California courts, shall be amended to replace "California" with "West Virginia."

In the event of conflict between this addendum and the Payee Agreement, the terms of this addendum shall control.

Families submitting reimbursement requests for students with available funds must select how they would like to receive payment and provide any applicable information. This is done by clicking the "Manage" button below. This information must be kept up to date and can be updated at any time. **Note:** The "Manage" button becomes available once you have at least one funded student. This step should only be completed if you intend to submit reimbursement requests in accordance with the Hope Scholarship Board's Reimbursement Policy.

MANAGE ⚠ Payment Method Needs Attention

Read the agreement in the yellow box, select the checkbox to acknowledge you have read it, and then select MANAGE.

Payment Method

Contact Email _____

Phone Number ☎ _____

First Name ☎ _____

Middle Name ☎ _____

Last Name ☎ _____

Street Address _____

Address 2 _____

City _____

Country United States

State WV

ZIP 26711

Edit

Next →

The Payment Method popup window displays. On the Payment Method screen, your information populates from your EMA profile.

Payment Method Powered by tipalti

1 — 2 — 3

Address Payment Method Done

Payment Method: Direct Deposit / ACH

If all your personal information is correct, select NEXT. Use the drop-down menu to select one of the three options for payment (ACH, Check, or PayPal).



The Reimbursement Process

Direct deposit / ACH

Complete the fields:

- i. Name on Account
- ii. Bank Name
- iii. Routing Code
- iv. Account Number
- v. Account Type: Checking or Savings

Note: To help keep your information secure, your banking information is not stored in EMA.

Payment Method:	<input type="text" value="Direct Deposit / ACH"/>
Name on Account	<input type="text"/>
Bank Name	<input type="text"/>
Routing Code ⓘ	<input type="text"/>
Account Number	<input type="text"/>
Account Type	<input type="radio"/> Checking <input type="radio"/> Savings



The Reimbursement Process

Check

Complete the fields:

- i. **Currency (Please select USD for United States Dollars to receive payment in US currency)**
- ii. **Name on Check**
- iii. **Address to Send Check**

Payment Method:

Checks are sent by post to the address below. Please allow 15 business days for the check to arrive.
Checks are for deposit only, and cannot be transferred.
The checks' currency will be as displayed above.

Currency

Name on Check

Address to Send Check



The Reimbursement Process

PayPal

Complete the fields:

- i. Payment Currency
- ii. Email address

Note: FX fees (applied when a transaction involves foreign currency) may apply.

Payment Method:

Fees listed at www.paypal.com may apply.

Payment Currency:

Email Address:

No transaction fees. FX fees: [View fees.](#)



The Reimbursement Process

Payment Method

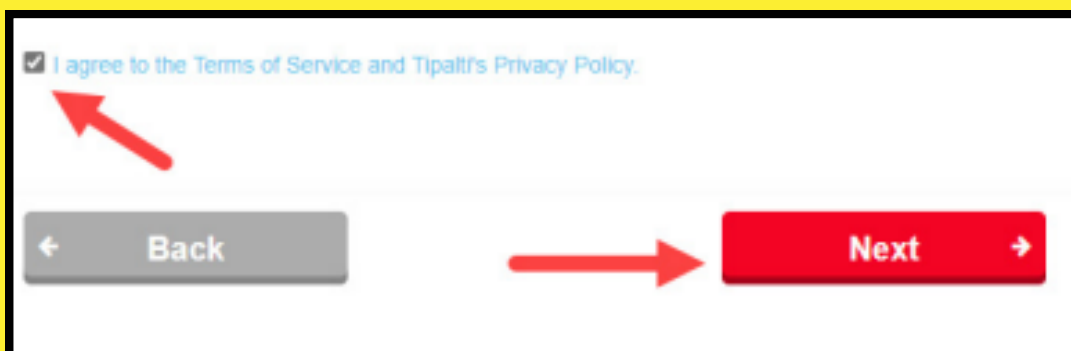
Families submitting reimbursement requests for students with available funds must select how they would like to receive payment and provide any applicable information. This is done by clicking the "Manage" button below. This information must be kept up to date and can be updated at any time. **Note:** The "Manage" button becomes available once you have at least one funded student. This step should only be completed if you intend to submit reimbursement requests.

MANAGE

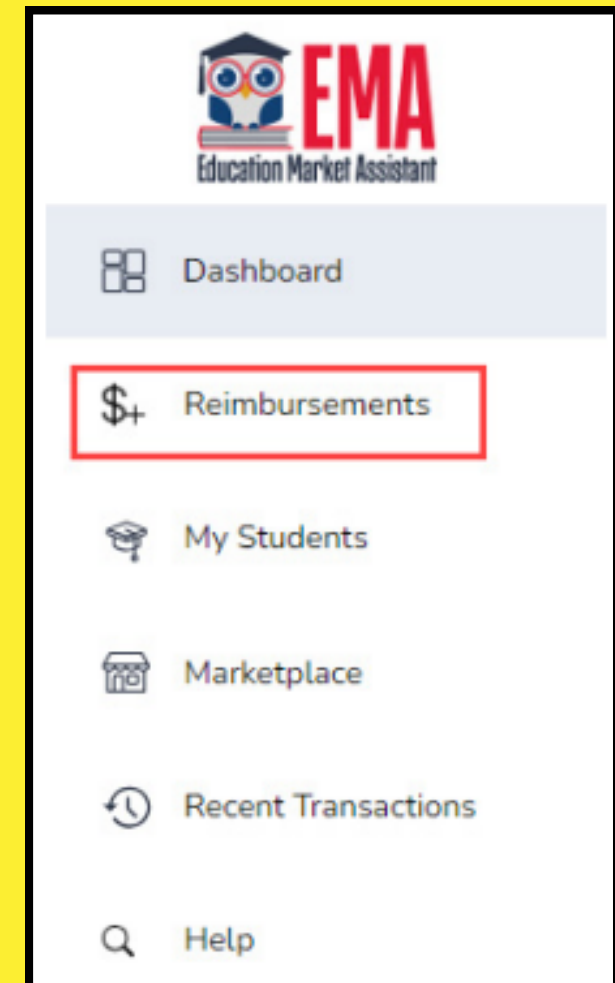
✓ Payment Method Connected

You're all set! The green message populates when your payment method is complete.

Note: It may take up to 12 hours for this change to be reflected in your EMA account. If you continue to see the "Payment Method Needs Attention" message after updating your payment method, please log out, open a new window, and log back in.



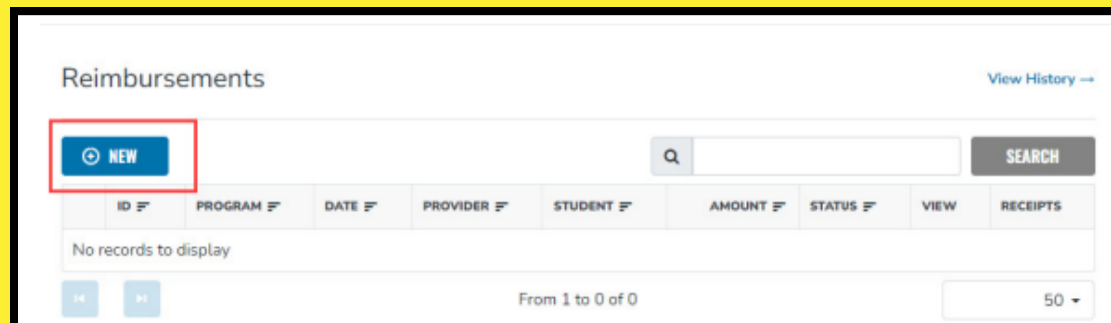
Next, select the checkbox to agree to the terms of Tipalti's Privacy Policy then select Next.



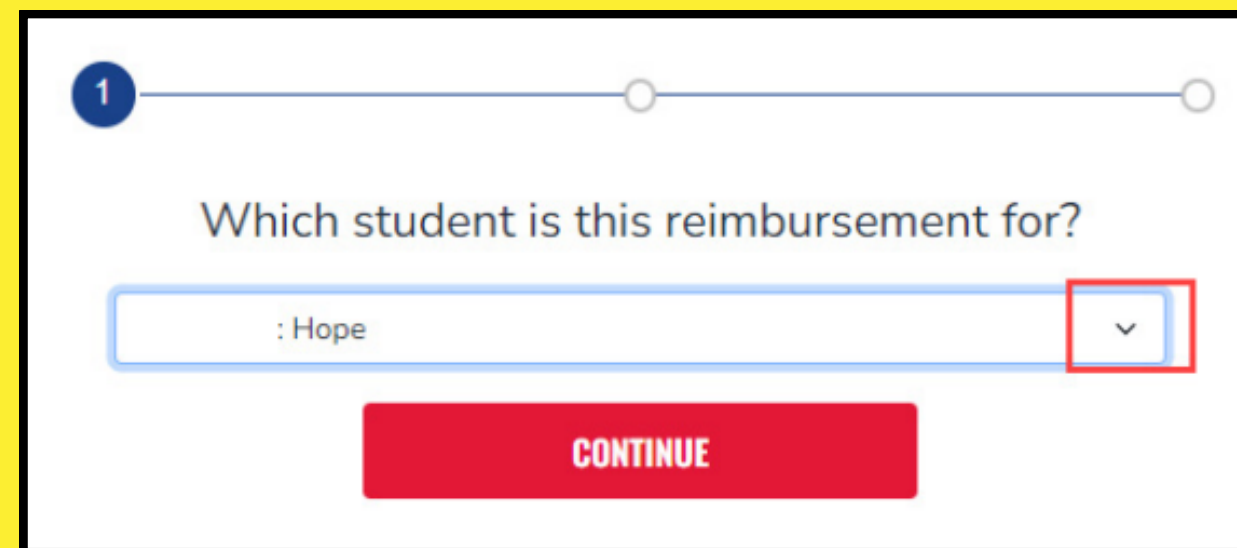
To return to your reimbursement request, select Reimbursements from the left panel of the Dashboard.



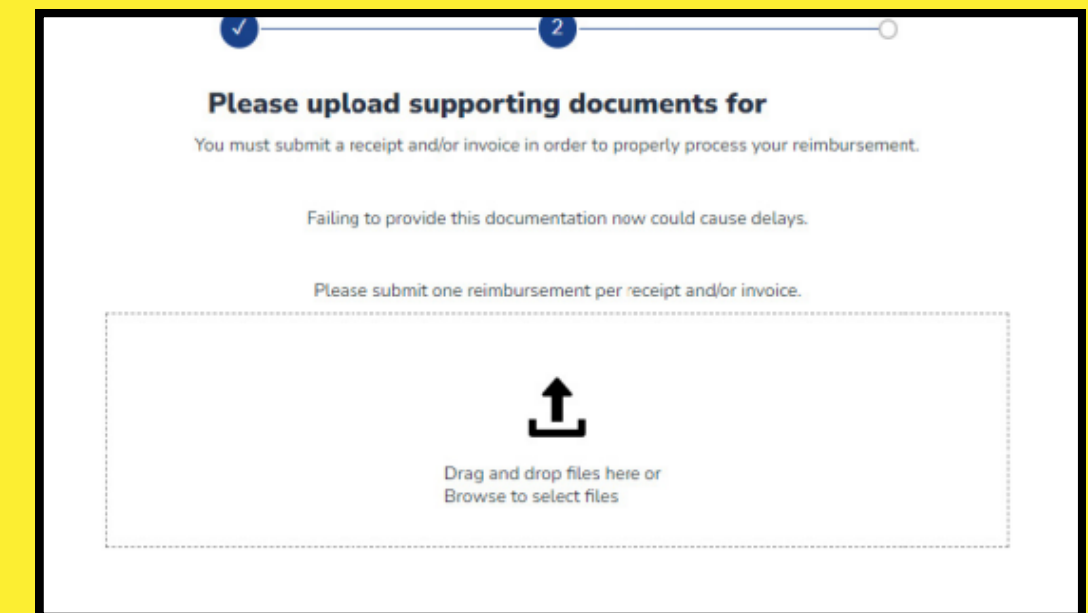
The Reimbursement Process



From the Reimbursements screen, select NEW.



From the dropdown menu, select a student, and then select CONTINUE.



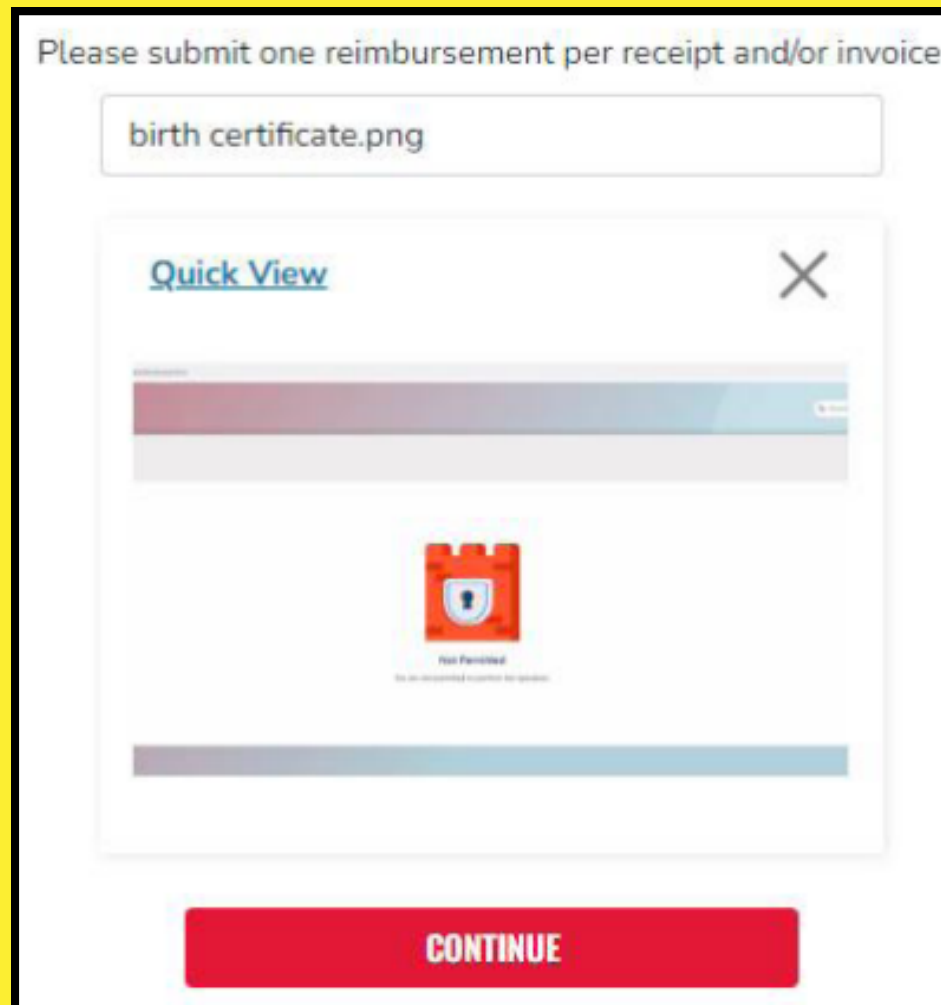
Drag-and-drop a file onto the icon to upload the invoice statement, proof of payment, or receipt for the student selected.

Note 1: File must be a png, jpg or PDF.

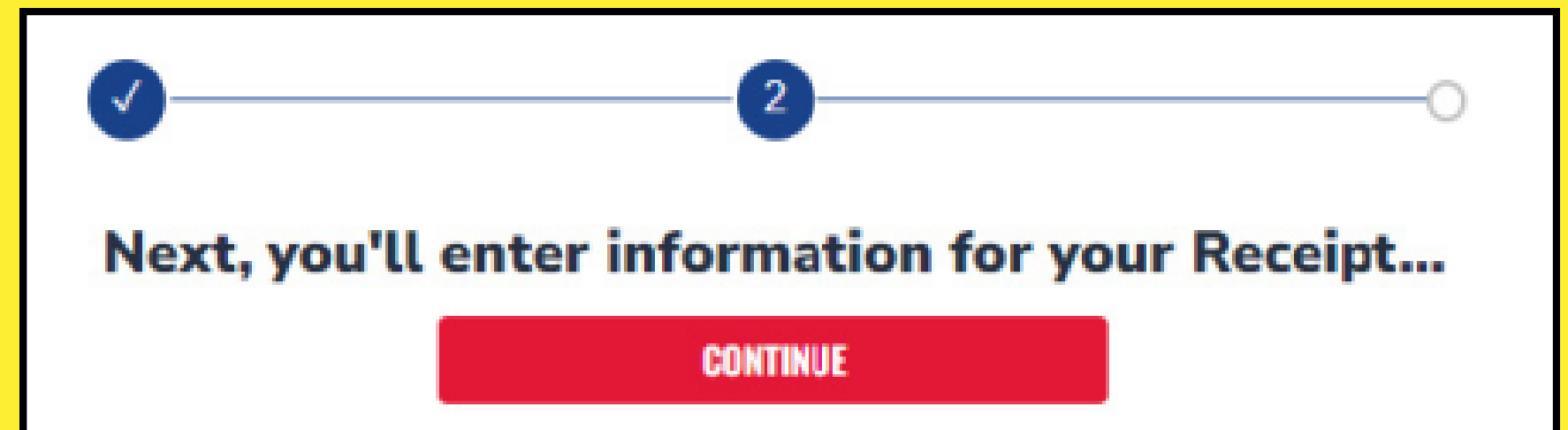
Note 2: Select the icon to browse for documents, which may be added later (see below).



The Reimbursement Process



Use Quick View to review your document. Select **CONTINUE**.



Select **CONTINUE**.
Then on the next screen you'll enter information for your Receipt.



The Reimbursement Process

A screenshot of a web-based reimbursement form. At the top, there are three progress indicators, with the third one being active. Below this, the text reads 'Please enter the requested information below' and 'Providing accurate details now, ensures no delays occur while processing reimbursements.' A note says 'Please use 'Add Item' for each line item of your receipt/invoice.' There is a file upload area showing 'microsoftteams-image (28).png' with a 'Quick View' link. Below this is a section for 'ITEM 1' with several input fields: 'Purchase Date' (with a date picker icon), 'Invoice #' (empty), 'Category' (dropdown menu), 'Amount' (with '\$0.00' and a currency icon), 'Service Provider Name' (empty), and 'Educational Benefit' (empty). At the bottom of the form are two buttons: 'ADD ITEM' in blue and 'DONE' in red.

The required information screen displays.

a. Complete the required fields for each item.

- Purchase Date
- Invoice #
- Category (Scholarship funds can be spent on the categories listed in the dropdown menu, shown below. Please select the appropriate category below. If you are unsure, please reference the Parent Handbook available in the Help section to review the list of qualifying expenses for the Program.)
- Amount
- Service Provider Name
- Educational Benefit (Please include a brief description of how this item or service is meeting the educational needs of your student.)

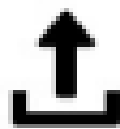
Educational Svcs., Other
Instructional Material/Curriculum
Tutoring
Therapy



The Reimbursement Process

Attach Additional Documents ⓘ

You may attach any additional supporting documentation for this reimbursement at this time which includes proof of payment.



Drag and drop files here or
Browse to select files

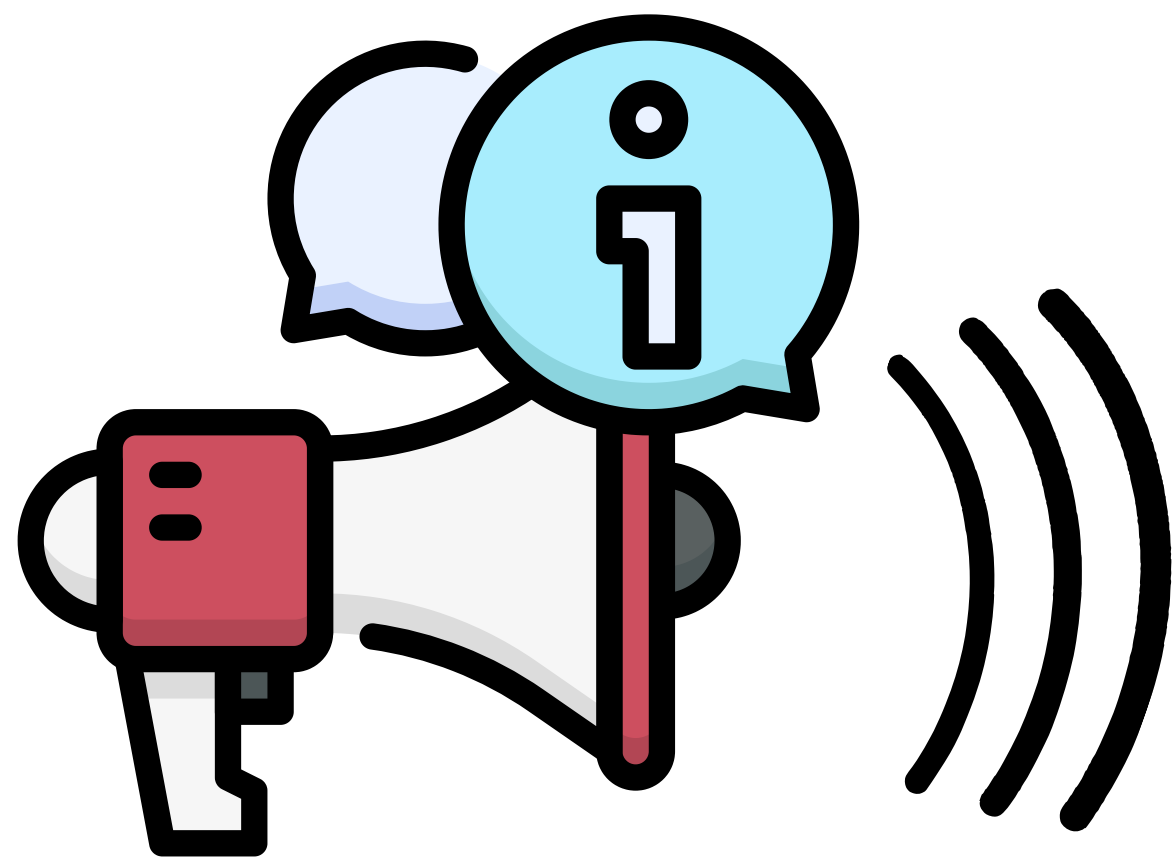
b. If necessary, attach additional supporting documents in the space that populates. Supporting documents include proof of payment.

Note: When requesting a reimbursement, you must provide official documentation/receipts from the educational service provider that clearly shows the Student's name, qualifying educational expenses, and the amount of each expense, along with the amount paid and payment dates. You must attach detailed, itemized receipts, or invoices that reflect the educational expenses. A bank statement alone, without any of the other criteria above, is not sufficient support for a reimbursement request.



Personalized Education Program

Reimbursement Resources



 [What is an ESA?](#)

 [Families: Submitting Reimbursements in EMA](#)

 [Understanding Pre-Authorizations for Scholarship Families](#)

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



Personalized Education Program

Pre-Authorizations:

- When are they needed?
- Why are they needed?
- How do parents go about completing them?

All of this information can be found in the [Pre Authorizations for Families 2024-25](#) YouTube Video linked here.



[Pre Authorizations for Families 2024-25](#)



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 YouTube Video Linked here:

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

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



Personalized Education Program



**Purchasing Guide
Hot Topics**



Sports Education





Personalized Education Program

Examples Of Approved Sports Education Activities



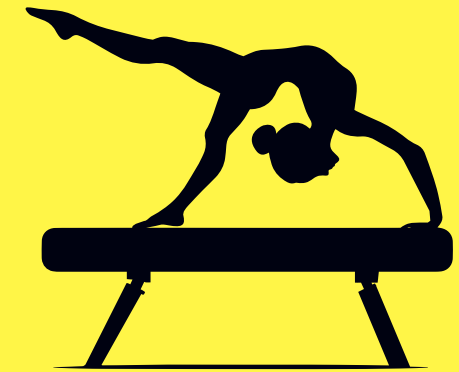
Lacrosse



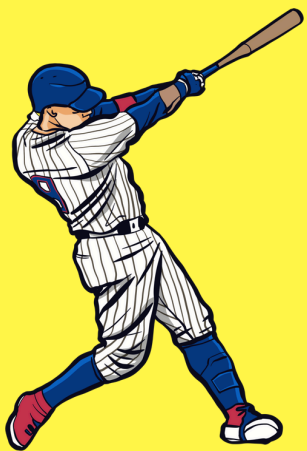
Football



Cheerleading



Gymnastics



Baseball



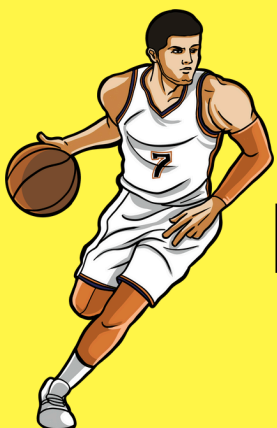
Tennis



Golf



Dance



Basketball



Soccer



Volleyball



Swimming



Personalized Education Program



Approved Sports Education

- Authorized P.E. expenses include sports lessons, fees, or equipment (subject to manufacturer's age recommendations).
- Sports lessons (including individual training or group trainings).
- Team fees (including registration, equipment rental, and competition fees).
- Stand-alone athletic Event Fees (including foot or bike race registrations, endurance events, and Special Olympics Registrations).
- Gym/fitness memberships or "Class Passes" (for the student only), including on-demand fitness classes.
- Specialized or Sport Specific Footwear





Personalized Education Program

FTC/FES-EO Handbook pg. 29

Important Note:

Adaptive exercise equipment is eligible with a Pre-Authorization.

Ineligible Sports & Physical Education Items

Sports Uniforms - are not an approved expense (examples: Sports Jerseys, etc.)

Single - admission leisure events (including equipment rental).

Activities - occurring outside of the state of Florida that do not have a Pre-Authorization





Personalized Education Program



2024-2025 Purchasing Guide



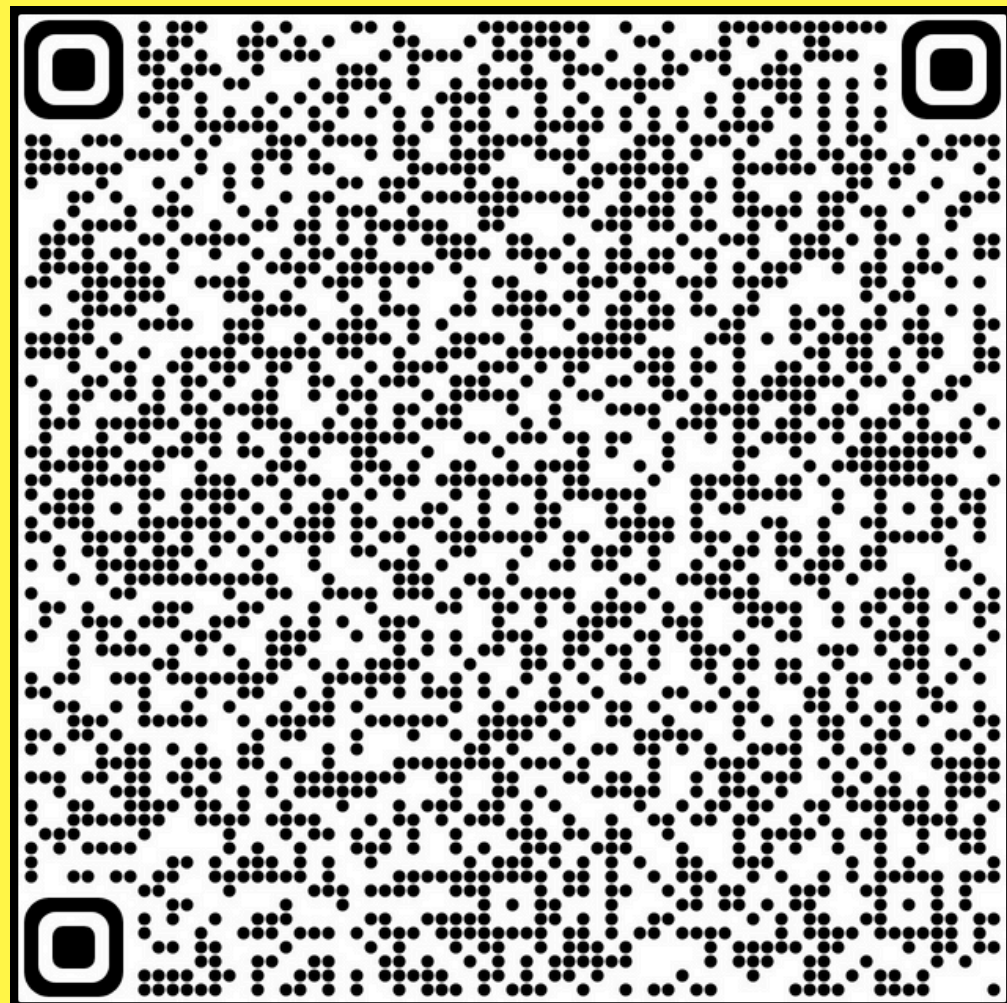
— 2024-25 —

PURCHASING GUIDE

Florida Tax Credit Scholarship
Family Empowerment Scholarship for Educational Options
Personalized Education Program



Personalized Education Program



[What's New in the 2024-2025 FTC/FES-EO/PEP Purchasing Guide](#)



NEW 2024-25 FTC/FES-EO/PEP PURCHASING GUIDELINES

As of August 1, 2024, the Florida Tax Credit Scholarship (FTC), Family Empowerment Scholarship for Educational Options (FES-EO) and Personalized Education Program (PEP) Purchasing Guide is updated for the 2024-25 school year. Here's a breakdown of what is new or changed in the guide

What's new for you?

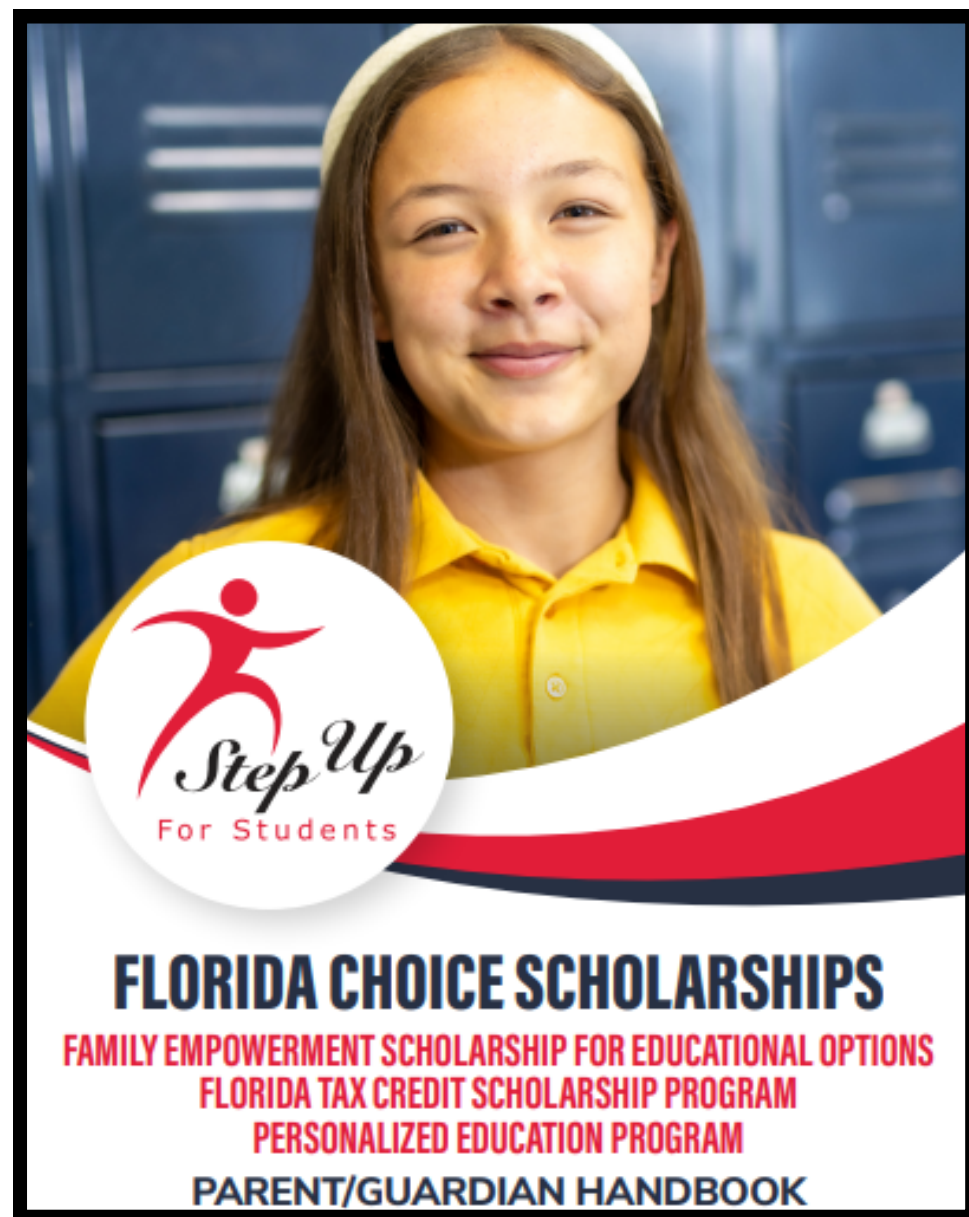
New items or services for purchase by our scholarship families	New items or services that require Pre-Authorization	New items or services requiring an Educational Benefit Form*
<ul style="list-style-type: none"> • Behavioral and/or educational applications • Dance lessons • Dance supplies (including footwear) • Digital or video-based sport instruction • Nintendo Wii © equipment or similar movement-based platforms • Specialized or sport-specific footwear • Two or three wheeled bicycles • Printer ink • Wax filament 	<ul style="list-style-type: none"> • Multiple of a single At-Home Classroom Furnishings item that exceeds \$50 • Multiple of a single elective item that exceeds \$50 	<ul style="list-style-type: none"> • Video/TV/online streaming services • Musical streaming services • In-game purchases or credits • Live television • Family or Multi-User software subscriptions

*The **Educational Benefit Form** was created to help guardians demonstrate the educational benefit of an item, product or service that supports their student's learning and education. [Click here to access the form.](#)



Personalized Education Program

SCAN ME



PEP Handbook Highlights

Personalized Education Program (PEP) parent handbook is a useful resource for understanding how to make the most of your scholarship funds.

In the following slides, we will guide you on where to locate answers to some of the most common questions we receive regarding the PEP scholarship.



Personalized Education Program



Eligibility Requirements:

The FTC, FES-EO, and PEP scholarships are available to students who are:

- Florida residents or dependent children of active-duty members of the United States Armed Forces who have received Permanent Change of Station (PCS) orders to Florida or renewing students whose home record or state of legal residence is Florida and have received PCS orders outside of Florida, and
- Eligible to enroll in grades K – 12 in a Florida public school,
- Received a scholarship under the Hope Scholarship Program in the 2023-24 school year.
- A student entering kindergarten must be 5 years old on or before September 1 of the school year of their scholarship application.
- A student entering first grade must be 6 years old on or before September 1 of the school year of their scholarship application.

Misrepresenting any information provided to Step Up For Students in a scholarship application could result in the revocation of the student's scholarship and may be punishable as a crime.



Personalized Education Program



Funding Priorities

Award Prioritization Scholarship applications will be reviewed on a first-come, first-served basis. Scholarships will be awarded in this order of priority:

- 1. Renewal students (those who received and utilized FTC, FES-E0, PEP or Hope Scholarship funding during the 2023-24 school year)**
- 2. Students whose families have a household income up to 185% of Federal Poverty Level by household size, or students who are in foster or out-of-home care**
- 3. Students whose families have a household income between 186% and 400% of Federal Poverty Level by household size**
- 4. Students whose families have a household income greater than 400% of Federal Poverty Level by household size, or students whose families do not provide income information to be considered for application priority**

Persons in family/household	Priority 1 ≤ 185%	Priority 2 186%-400%
1	\$27,861	\$60,240
2	\$37,814	\$81,760
3	\$47,767	\$103,280
4	\$57,720	\$124,800
5	\$67,673	\$146,320
6	\$77,626	\$167,840
7	\$87,579	\$189,360
8	\$97,532	\$210,880
9	\$107,485	\$232,400
10	\$117,438	\$253,920

Each additional member +\$9,953 Each additional member +\$21,520

Based on guidelines published by the Department of Health & Human Services in National Registry on January 2024



Personalized Education Program

PEP Parent Handbook pg. 22

Eligible Hybrid Private School PEP Students PEP students may also enroll in eligible hybrid private schools they attend in-person at least two full school days per week if their Student Learning Plan addresses the remaining instructional time.

Eligible private schools may choose to accept direct payment through EMA by creating service offerings in the Marketplace. Eligible hybrid private schools must meet state eligibility requirements and elect to participate in the program with the Florida Department of Education (DOE); Please note that not all FTC participating schools are eligible hybrid private schools.

A list of hybrid private schools eligible to serve PEP students can be found in the Florida Private Schools Directory. PEP scholarship students may pay for eligible hybrid private school programs directly through the Marketplace for participating schools.

PEP scholarship students may not utilize the school enrollment function in EMA. Note: Full-time enrollment in an eligible hybrid private school is not the same as full-time enrollment in a traditional eligible private school, which is prohibited under PEP. Eligible hybrid private schools must be approved by the DOE to participate.



Personalized Education Program

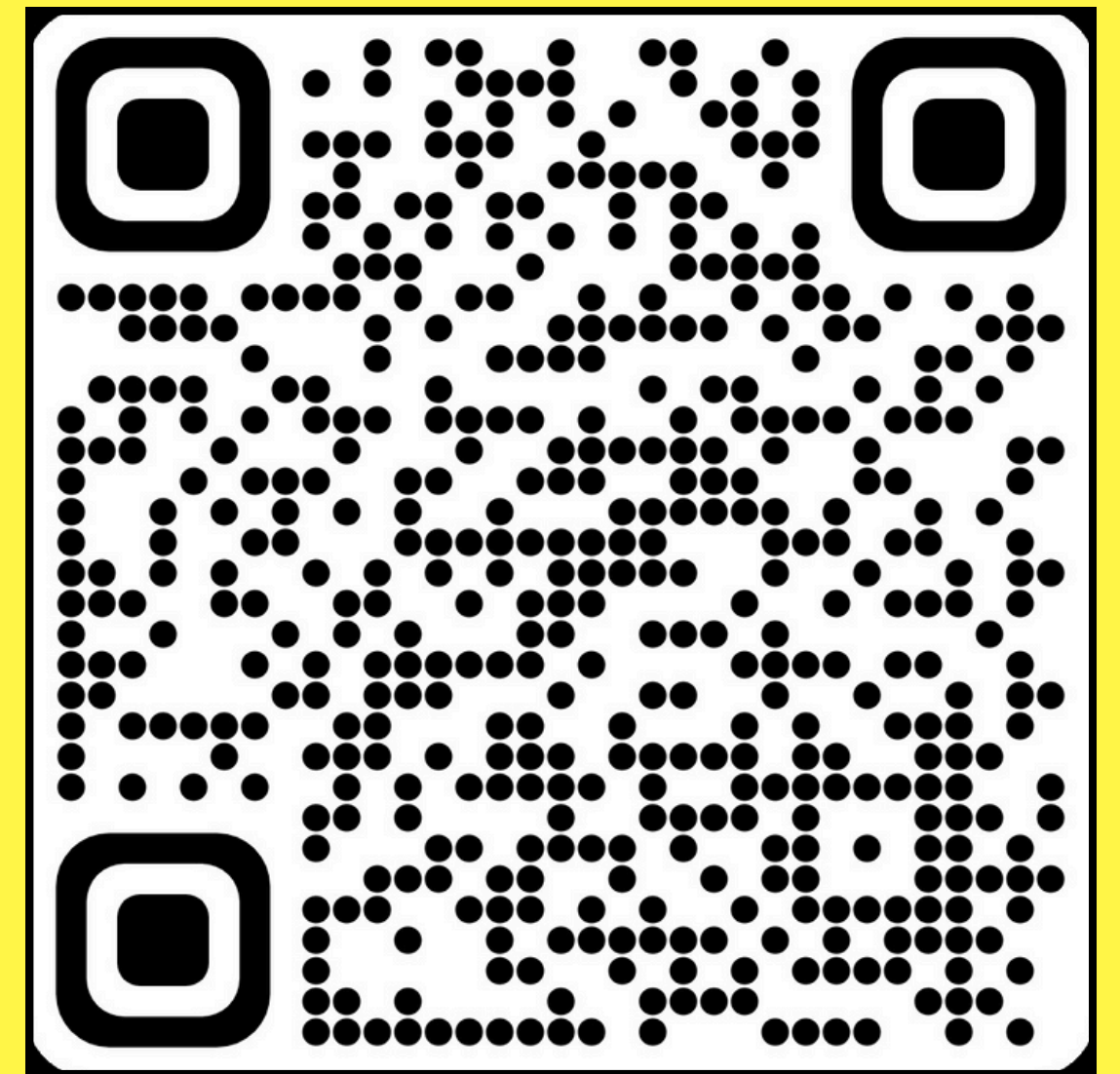
Part-Time PEP Students PEP students may also enroll part-time in eligible private schools they attend in-person. Eligible private schools may choose to accept direct payment through EMA by creating service offerings in the Marketplace.

The school must accept the FTC Scholarship to provide part-time enrollment to PEP students. A list of schools eligible to serve scholarship students can be found in the Florida Private Schools Directory.

PEP scholarship students may pay for part-time private school classes directly through the Marketplace for participating schools. PEP scholarship students may not utilize the school enrollment function in EMA, which is for full-time, in-person learners only.

Private School Directory

<https://www.floridaschoolchoice.org/information/privateschooldirectory/>



[Private School Directory](https://www.floridaschoolchoice.org/information/privateschooldirectory/)



Personalized Education Program

SCAN ME



We would appreciate your input on the parent handbook.

Please click [here](#) to provide your feedback.



FTC/FES-EO/PEP Parent/Guardian Handbook Feedback 2024-25

Parent/Guardian First Name *

Parent/Guardian Last Name *

Parent/Guardian Email *

Please provide the email address associated with your EMA account.

Student ID *

If you have multiple students on an FTC/FES-EO/PEP Scholarship, only one Student ID is needed.

Did your family utilize the FTC/FES-EO/PEP Scholarship for the previous school year? *

(2023-24 school year or earlier)

How helpful did you find the FTC/FES-EO/PEP Parent/Guardian Handbook? *

1= Not helpful at all

5= Very helpful

How easy was it to find the information you were looking for? *

1 = Not easy at all

5 = Very easy





Personalized Education Program

Q: Are PEP students utilizing a la carte services from an Eligible Private School (EPS), allowed to learn virtually? Or, must the student attend class at the school location?

A: Yes, PEP students utilizing a la carte services from an Eligible Private School (EPS) are allowed to learn virtually at an approved online or virtual provider. They can also enroll as a private-pay student for Florida Virtual School. However, PEP scholarship users may not enroll full-time in a public school or private school including Florida Virtual School or any other online public school.



Personalized Education Program

Q: Where do I locate schools or providers that accept the PEP scholarship?

A: Parents/guardians can find the list of approved PEP Hybrid Schools on the FLDOE website:

<https://www.floridaschoolchoice.org/information/privateschooldirectory/>

Q: What happens if I do not submit my Student Learning Plan for 24-25 or my 23-24 end-of-year norm-referenced annual assessment results by the new deadline?

A: Renewal students on PEP or another scholarship for this school year who do not submit their 23-24 end of year assessment results will not be eligible to receive any additional funding for the remainder of the school year. Students who do not submit a student learning plan will not receive any scholarship funding.



Personalized Education Program

How do you decline a scholarship if you were awarded a different one before being awarded PEP?

Click the link below to access the [2024-2025 Decline Your Scholarship Form](#)



No longer interested in the scholarship your student was awarded for the 2024-25 school year?

If you are no longer interested in the scholarship your student was awarded for the 2024-25 school year, please complete the following form for the student that you would like to decline the scholarship for. Please allow up to two weeks for your submission to be processed.

Note: If you have more than one student for whom you would like to decline their scholarship, please complete a form for each student.

IMPORTANT: By submitting this form, your requested change to your student's awarded scholarship status will be taken. If you choose to decline a scholarship program and are interested in a different scholarship for your student for the 2024-25 school year, you will need to apply for that scholarship. If you request to switch between scholarships on the same application (FTCPEP and the private school option), no further action is required after submission.

[2024-2025 Decline Your Scholarship Form](#)



Personalized Education Program

Scholarship Decline Form



Decline Form (English)



Decline Form (Spanish)



Step Up for Students Website



Award ID vs Student ID

A screenshot of the Scholarship Portal interface. The page title is "Scholarship Portal". On the left is a navigation menu with "My Students" selected. The main content area has three buttons at the top: "Apply For Scholarship", "Open Student Learning Plan", and "New Reimbursement". Below these is a "Student Profile" section with an "EDIT" button. The profile fields are: Student ID (blacked out), Name (TestKH Test), DOB (6/15/2018), Gender (Male), Ethnicity (Hispanic or Latino), Race (Black or African American), and Relationship To You. To the right of the profile is a "Current Funds Available" section showing "New Worlds Scholarship Accounts" with a balance of "\$0.00". Below that is an "Applications" section for "New Worlds Scholarship Accounts" showing an "Award ID" (blacked out) and a "Program Award Amount" of "\$5,000.00". A "VIEW APPLICATION" button is next to the application details. A red arrow points from the "Student ID" field to the text on the left, and a blue arrow points from the "Award ID" field to the text on the right.

Student ID:
Use this number to complete the Scholarship Decline Form, or when speaking with the Engagement Center.

Award ID:
Give this number to an eligible private school of your choice for enrollment. This number changes yearly.



Decline Form: Common Error

Which scholarship are you declining for your student?

Please make certain you are declining the CURRENT SCHOLARSHIP, NOT the scholarship you wish to apply for.

Example: If your student was awarded the FES-EO scholarship and you wish to apply for the PEP scholarship, please select FES-EO in the dropdown menu.

This can be found within your EMA account by clicking on the "My Students" link, then on "View Student" for the appropriate student. The Student ID will be listed at the top of the next page.

[Click here to learn the difference between the Student ID and Award ID.](#)

Student First Name *

Please provide the student's **first** name as it is shown in EMA

Student Last Name *

Please provide the student's **last** name as it is shown in EMA

Which scholarship are you declining for your student? *

Please tell us why you are not interested *

To better understand your current circumstances, we kindly request you select a reason why you are opting to decline the selected scholarship option.

Your feedback will help us improve our scholarship experience in the future. Thank you for your time and input.

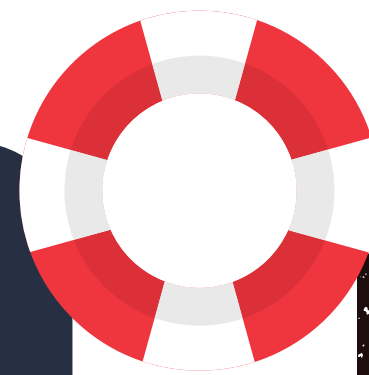
I certify that the provided information is accurate and true. I confirm that Step Up For Students has permission to decline the specified scholarship program for my student for the 2024-2025 school year and that this action is final. *

I understand that my request will be processed and action taken in accordance with my selection. I understand that if I chose to decline a scholarship and wish to return to the scholarship program in a future year, that I will have to reapply and requalify as a new applicant.

Enter Guardian Name (First and Last name) to sign



Personalized Education Program



HELP NEEDED



We are actively looking for committed tutors, as well as afterschool and summer programs, to help families achieve their academic aspirations. If you are aware of any qualified tutors or programs in the counties mentioned below, we would be immensely grateful for your assistance. Please take a moment to fill out the brief survey linked [here](#). Your input can have a meaningful impact on a child's educational experience. Thank you for your support.

New Provider Survey



- Citrus
- Gilcrest
- Glades
- Gulf
- Hardee
- Hamilton
- Hendry
- Jefferson
- Lafayette
- Levy
- Liberty
- Madison
- Monroe
- Taylor
- Union
- Wakulla



Personalized Education Program



Personalized Education Program (PEP) Frequently Asked Questions (FAQs)



[PEP FAQs](#)



[PEP FAQs Spanish](#)



Personalized Education Program

Past PEP Open Houses



[June Open House](#)



[August Open House](#)



[September Open House](#)



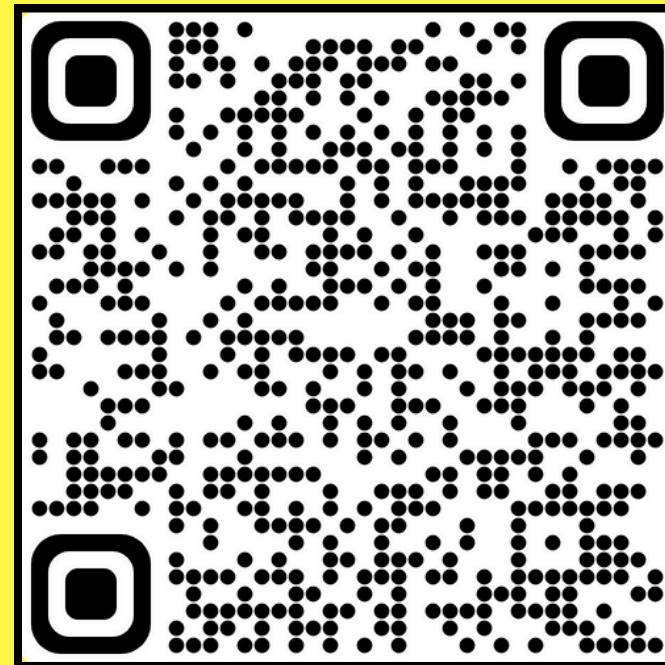
Personalized Education Program

Looking Ahead: Here are the registration links for the upcoming FTC/EO, FES-UA and PEP Open Houses

REGISTER NOW!



**New World Open House
November 13, 2024**



**FTC/FES-EO Open House
November 14, 2024**



**FES-UA Open House
November 21, 2024**



**PEP Open House
November 28, 2024**



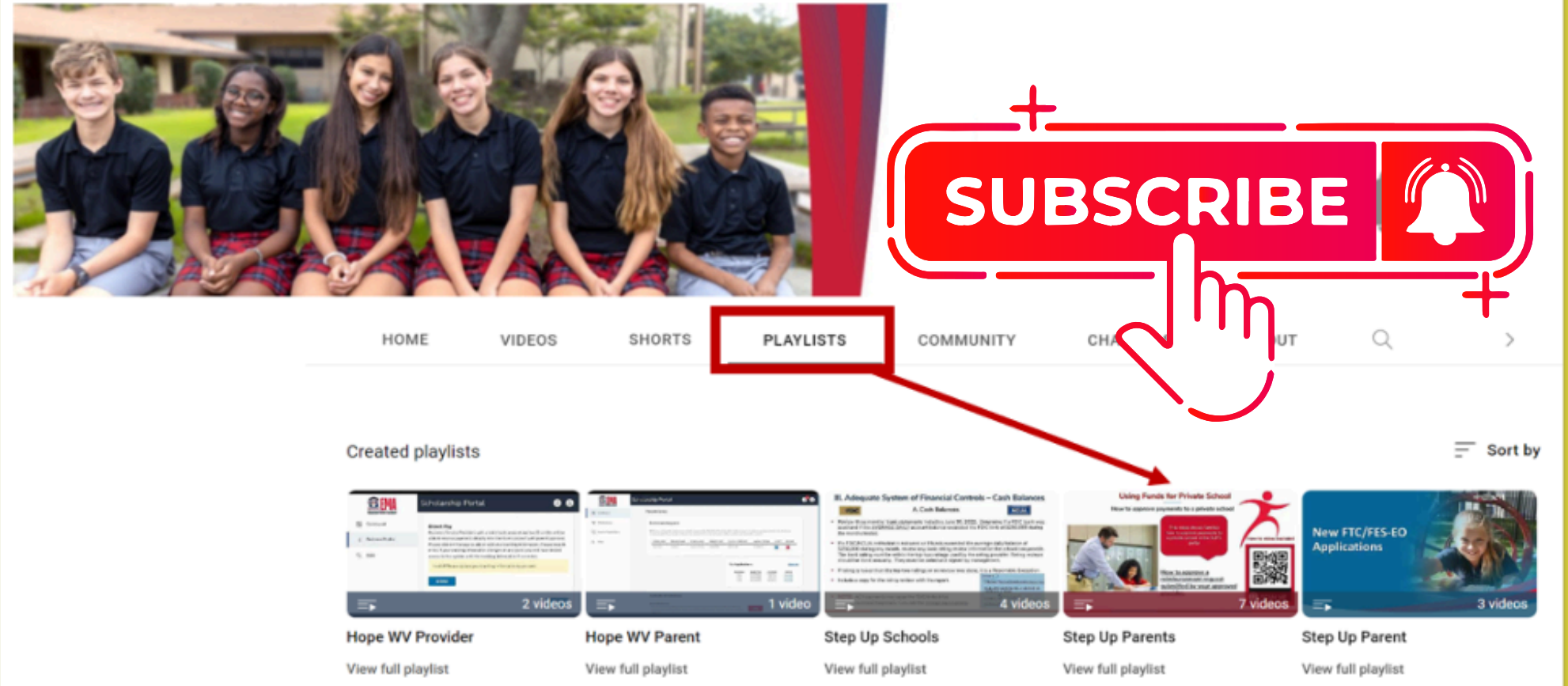
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Are you looking for additional helpful videos?
Scan the QR code or click the link below...



[STEP UP FOR STUDENTS YOUTUBE CHANNEL](#)

Subscribe to Our  YouTube Channel!





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Contact Us

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



Chat with us: sufs.org



877-735-7837



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Thank you for attending!

November will be pre-recorded due to the Thanksgiving holiday !

Wishing you and your family a blessed holiday!

