



Step Up For Students

Transportation Stipend Application Process





Transportation Stipend

If you are a new applicant (meaning you do not have a parent/guardian account in EMA), please follow the next few slides to establish an account in EMA and proceed with the Transportation Stipend application process.

For returning applicants, kindly navigate to slide #23 to log in using your credentials and follow the steps to complete the application process.



Transportation Stipend

A screenshot of the EMA Education Market Assistant login page. The page features the EMA logo (an owl wearing a graduation cap) and the text "EMA Education Market Assistant Welcome!". Below the logo are two input fields: "Username" with a "Forgot Username?" link, and "Password" with a "Forgot Password?" link and a "Show" button. There is a checkbox labeled "Keep me signed in". A prominent red button labeled "LOG IN" is centered below the form. At the bottom, there are two links: "Don't have an account? Sign Up" and "SUFS Team Member? Sign In". An orange arrow points from the "Sign Up" link to the right.

Please go to apply.stepupforstudents.org to create an account.

Click on the 'Sign Up' link



Transportation Stipend

Please provide your email address and then click on the “Send Code” button.



Welcome to EMA

For added security, we will send a One-Time Password (OTP) to your email. Please enter a valid email address and verify the code.

Email Address

SEND CODE

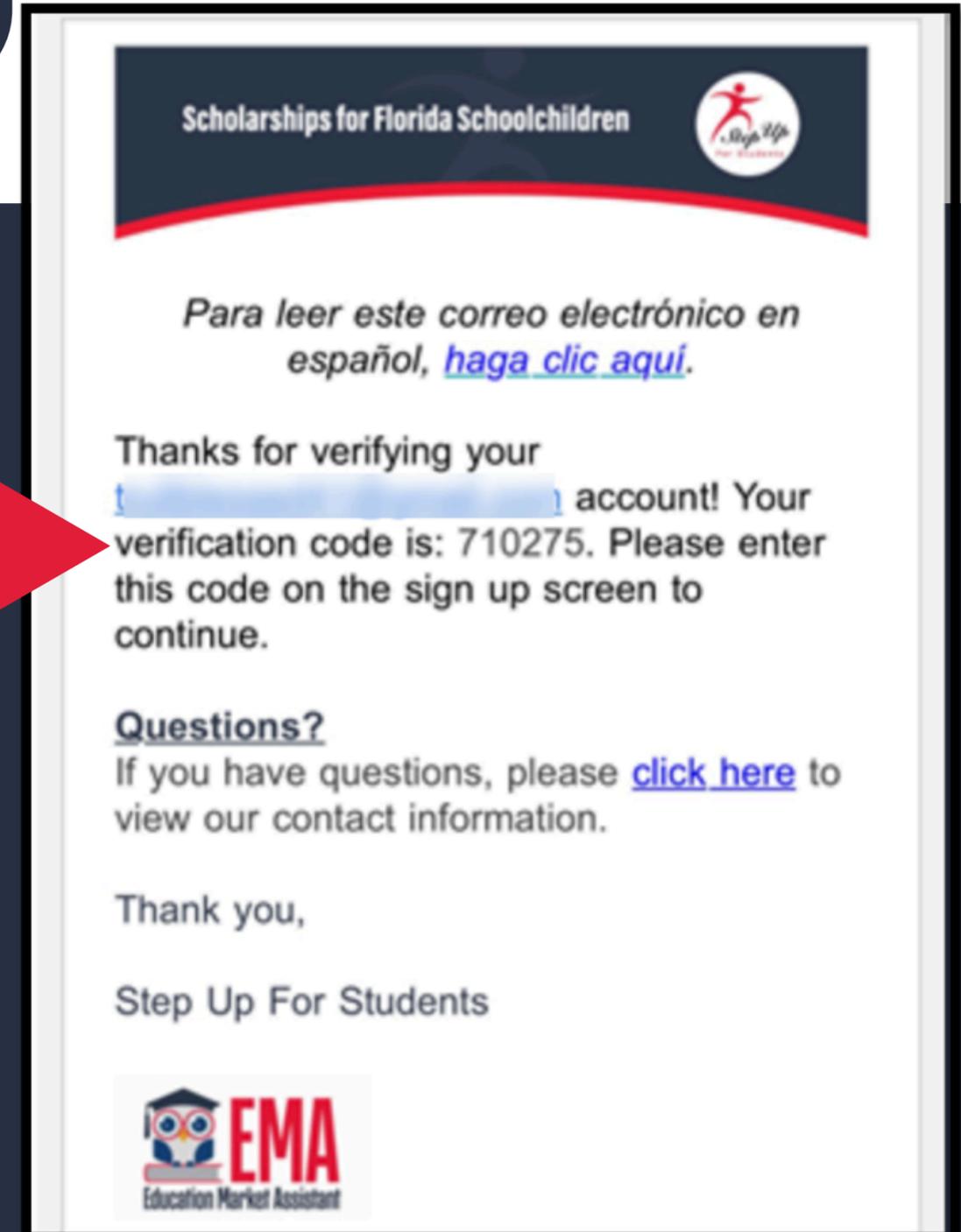
[Back to Sign In](#)

By signing up, you agree to EMA [Privacy Policy](#).



Transportation Stipend

You will receive an email with a code to enter on the signup screen to continue.





Transportation Stipend

**Please enter the code
received via email in the
verification
code box and then click
“Confirm.”**



Welcome to EMA

For added security, we will send a One-Time Password (OTP) to your email. Please enter a valid email address and verify the code.

Verification code has been sent to your inbox. Please copy it to the input box below.

Email Address

Verification Code

CONFIRM

[Resend verification code](#)

[Back to Sign In](#)

By signing up, you agree to EMA [Privacy Policy](#).



Transportation Stipend



Welcome to EMA

For added security, we will send a One-Time Password (OTP) to your email. Please enter a valid email address and verify the code.

Your email address has been successfully verified. Please continue to the next step.

Email Address

CONTINUE

[Back to Sign In](#)

By signing up, you agree to EMA [Privacy Policy](#)

Click “Continue.”



Transportation Stipend

Please fill out all open boxes.

- **Account Type**: Parent/Guardian.
- **Username**: Login Username (Email address is preferred.)
- **Legal First Name and Legal Last Name**: Parent/Guardian Name.
- **Password**: Used with the username to access the account in EMA.

Create an Account

All of the following details are required to complete your account sign up.

GUARDIANS: Please enter Your Legal First and Legal Last Name as it should appear on the account profile and scholarship applications (not your student's name). The names provided must match your Proof of Residency documentation. You cannot manually change this information once you click **Continue**.

ACCOUNT TYPES:
Parent/Guardian: The person designated to administer or manage a scholarship student's account.
Service Provider: A person or organization authorized to provide services to scholarship students.

Please select the appropriate account type below.

Email

Select Account Type
Parent/Guardian

Username

Legal First Name

Legal Last Name

Create Password
 Show

Confirm Password
 Show

- Lowercase characters
- Uppercase characters
- Numbers (0-9)
- Symbols

CONTINUE

By signing up, you agree to EMA [Privacy Policy](#)



Transportation Stipend

Set up your security questions

Security Question

Answer

Security Question

Answer

Security Question

Answer

CONTINUE

Please select 3 security questions and corresponding answers.

The answers to the security questions will be used to verify your identity when you contact Step Up For Students.



Transportation Stipend

Now you will be prompted to complete the 2-step verification process.

The Primary Phone Number listed must be multifactor authentication compatible.

We recommend you use a cell phone or phone number that does not answer as a recording.

A screenshot of the Education Market Assistant (EMA) Two-Step Verification page. The page features the EMA logo at the top, which includes a stylized owl wearing a graduation cap. Below the logo, the text "Two-Step Verification" is displayed. A message states: "For added security, we will send a One-Time Password (OTP) to your phone." There are two radio button options: "Text me" (selected) and "Call me". Below these are two input fields: "Country Code" with a dropdown menu showing "United States (+1)" and a downward arrow, and "Phone Number" with a text input field containing the placeholder "Phone number". A blue button labeled "Send Code" is positioned below the input fields. At the bottom, there is a note: "If you have any issues, please contact us at 1-877-735-7837." and a link: "Return to [Log In](#)".


Education Market Assistant
Two-Step Verification

For added security, we will send a One-Time Password (OTP) to your phone.

Text me
 Call me

Country Code
United States (+1) ✓

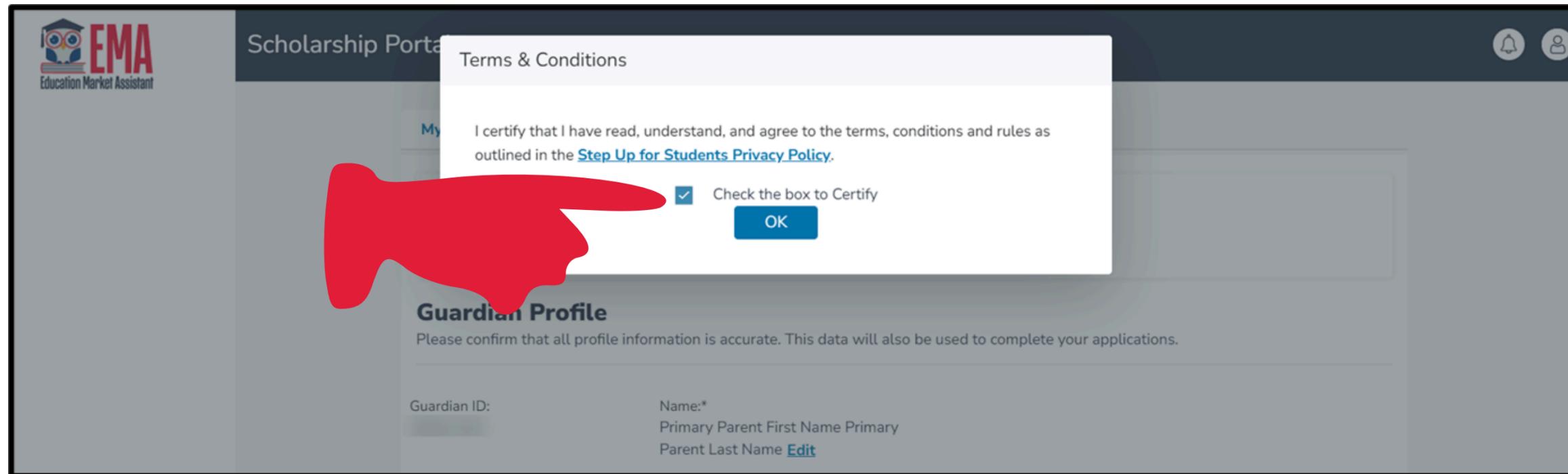
Phone Number
Phone number

Send Code

If you have any issues, please contact us at 1-877-735-7837.
Standard messaging and data rates may apply.
Return to [Log In](#)



Transportation Stipend



Please click on the link for terms, conditions, and rules.
Once you have read and agreed to the terms and conditions,
select the check box to certify and click "OK."



Transportation Stipend

The next step is to complete your Guardian Profile, a one-time step. This is where you will come if information, such as your address, needs to be updated.

If you want everything to be in Spanish, please select Primary Language as Spanish.

A screenshot of the Step Up For Students website's "Guardian Profile" form. The form is titled "Guardian Profile" and includes a sub-header "Please confirm that all profile information is accurate. This data will also be used to complete your applications." The form is divided into several sections: "Guardian Profile" (Name, Marital Status, Primary Language), "Mailing Address" (Street Address, Address Line 2, City, County, State, Zip Code), "Physical Address" (Street Address, Address Line 2, City, County, State, Zip Code), and "Contact Information" (Primary Phone, Phone Type - Primary, Secondary Phone, Phone Type - Secondary, Primary Email, Secondary Email). The form is pre-filled with example data for Miami, Florida, and includes a checkbox for "Check to use same address for both Physical and Mailing addresses." A sidebar on the left contains navigation links for Dashboard, Reimbursements, My Students, Marketplace, Recent Transactions, and Help.



Transportation Stipend

Contact Information

Primary Phone:* Phone Type - Primary:* Secondary Phone: Phone Type - Secondary:

Primary Email:* Secondary Email:

Authorized Caller ⓘ

[ADD A CALLER](#)

Authorized Caller ⓘ

Setup a 4-digit PIN for your Authorized Caller ⓘ

4-DIGIT PIN *

First Name * Last Name *

Email *

Primary Phone * Phone Type - Primary *

- Enter your contact information.
- If you would like to allow anyone other than yourself to call in on your behalf, please select “Add a Caller” to add an authorized caller.
- For the authorized caller, set up a 4-digit PIN, and make sure your authorized caller knows the PIN.
- All fields are mandatory.
- Once completed click “ADD”.



Transportation Stipend

- The next section of your profile set up is “Manage Consents”.
- This gives Step Up For Students permission to contact you.
- Please read and select “Yes” or “No” to each section.

Manage Consents

By providing an email address, I consent to receive updates about my scholarship application status as well as other emails necessary for scholarship processing and management.

Messages

I authorize Step Up For Students, and its affiliates, to use the information I have provided to deliver messages to me, including, but not limited to, prerecorded messages or e-mail messages, and further authorize Step Up For Students to deliver such messages to the telephone numbers I provide. Such messages may include, but are not limited to, general information regarding status updates, programs offered by Step Up For Students, updates to the offered programs, and other information that may be relevant to me or my child. Message and data rates may apply. My consent or lack of consent will have no effect on my child's scholarship eligibility.

- Yes
- No

Marketing Purposes

I authorize Step Up For Students, and its affiliates, to use the information I have provided for general marketing purposes and driving awareness. This may help Step Up find families like mine who could benefit from the programs Step Up offers. My consent or lack of consent will have no effect on my child's scholarship eligibility.

- Yes
- No

Parental Empowerment

I authorize Step Up For Students, and its affiliates, to use the information I have provided for the purpose of providing me with information regarding parental empowerment and school choice. My consent or lack of consent will have no effect on my child's scholarship eligibility.

- Yes
- No

Share Contact Information

I authorize Step Up For Students, and its affiliates, to share the information I have provided with organizations who want to provide me with information about candidates for public office. My consent or lack of consent will have no effect on my child's scholarship eligibility.

- Yes
- No

Text/SMS Information

I authorize Step Up For Students to deliver text messages to the mobile telephone number(s) I provide and certify that I am the legal owner of the mobile device I registered and understand I will incur any charges that may result from receiving text messages. I further understand I may unsubscribe from SMS correspondence at any time. Message and data rates may apply. To opt-out or to view full SMS Terms and Conditions click here: <https://www.stepupforstudents.org/sms-terms/>. My consent or lack of consent will have no effect on my child's scholarship eligibility.

- Yes
- No



Transportation Stipend

This section gives you the opportunity to select additional ways for us to communicate with you by adding your contact preferences.

For example, if you want us to text you, then please select the box next to “TEXT”. Once completed click “SAVE”.

Manage Contact Preferences

For critical updates on my account, I prefer to be notified by...

- Email (Required)
- Text
- Personal phone call
- Pre-recorded phone message

For transactions I make on the platform, I prefer to be notified by...

- Email (Required)
- Text
- Pre-recorded phone message

For new features & promotional announcements, I want to be notified by...

- Email
- Text
- Pre-recorded phone message

[SAVE](#)



Transportation Stipend

You will receive an email notification every time an update is made to your profile.

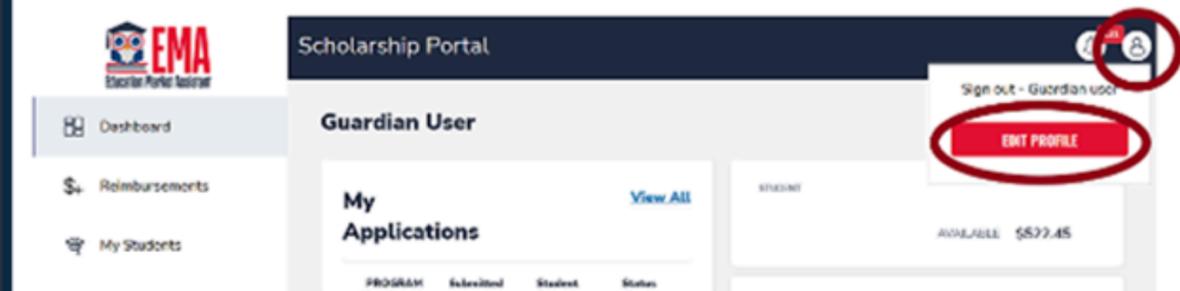
Scholarships for Florida Schoolchildren



Greetings,

An update has been made to your EMA profile. If you would like to review the update, please log in to [EMA](#). Once you have logged in, please click the profile icon at the top right corner (*pictured below*).

Next, please click "EDIT PROFILE" (*pictured below*) to review your information. If all information is correct, no further action is needed by you at this time.



Questions?

If you have questions, please [click here](#) to view our contact information.

Thank you,

Step Up For Students





Transportation Stipend

Once you click “SAVE,” you will be automatically taken to your “My Students” Section; here, you can find your renewal students, if applicable, and add new students.

A screenshot of the Scholarship Portal's "My Students" section. The page has a dark blue header with the "EMA Education Market Assistant" logo on the left and "Scholarship Portal" on the right. A navigation sidebar on the left contains links for Dashboard, My Students (highlighted), Recent Transactions, and Help. The main content area has a "MY STUDENTS" title and two buttons: "FIND STUDENTS" (red) and "ADD A STUDENT" (blue). A red arrow points to the "ADD A STUDENT" button. Below the buttons is a yellow warning box with a triangle icon, containing text about renewal and new students. Underneath is a message: "No students were found, please add a student by clicking on the add students button." There are two tables: "Active Students" and "Inactive Students", both with columns for "STUDENT ID", "STUDENT NAME", and "DATE OF BIRTH". Below the "Inactive Students" table is a paragraph of text explaining the process of activating inactive students.

EMA
Education Market Assistant

Scholarship Portal

MY STUDENTS

FIND STUDENTS ADD A STUDENT

My Students

⚠ If you have a **RENEWAL** student (child currently receiving scholarship funding), please use the 'FIND STUDENTS' button to connect your renewal student to your EMA account. Renewal students should not be added as a new student. Adding currently funded students as new students will delay your funding.
If you have a **NEW** student, please click the 'ADD A STUDENT' button.

No students were found, please add a student by clicking on the add students button.

| Active Students | | |
|-----------------|--------------|---------------|
| STUDENT ID | STUDENT NAME | DATE OF BIRTH |

Below, you will find a list of your inactive students. If you need to add one of these students to your applications you will need to click on the green plus button, to make them an active student. Each student is only allowed on one EMA account. If you are not applying for a student or they do not reside with you, you do not need to do anything, please leave them as inactive.

| Inactive Students | | |
|-------------------|--------------|---------------|
| STUDENT ID | STUDENT NAME | DATE OF BIRTH |



Transportation Stipend

Click the blue box,
“Add A Student”, in
the top right corner
to get started.

A screenshot of the Scholarship Portal interface. The page title is "Scholarship Portal". On the left is a navigation menu with items: Dashboard, My Students, Recent Transactions, and Help. The main content area is titled "MY STUDENTS" and contains a search bar with "FIND STUDENTS" and a blue "ADD A STUDENT" button. A red arrow points to the "ADD A STUDENT" button. Below the search bar is a "My Students" section with a yellow message: "No students were found please add a student by clicking on the add students button". There are two tables: "Active Students" and "Inactive Students", both with columns for "STUDENT ID", "STUDENT NAME", and "DATE OF BIRTH".

Scholarship Portal

MY STUDENTS

Education Market Assistant

Dashboard

My Students

Recent Transactions

Help

FIND STUDENTS

ADD A STUDENT

My Students

No students were found please add a student by clicking on the add students button

Active Students

| STUDENT ID | STUDENT NAME | DATE OF BIRTH |
|------------|--------------|---------------|
|------------|--------------|---------------|

Inactive Students

| STUDENT ID | STUDENT NAME | DATE OF BIRTH |
|------------|--------------|---------------|
|------------|--------------|---------------|



Transportation Stipend

Please fill out all the boxes and verify for accuracy. Once you are done, click “Save”.

Please refrain from using nicknames when completing this section.

A screenshot of the Scholarship Portal interface. The page title is "Scholarship Portal" and the breadcrumb is "MY STUDENTS > STUDENT DETAILS". On the left is a sidebar with navigation links: Dashboard, My Students, Recent Transactions, and Help. The main content area is titled "Student Details" and contains a form with the following fields:

- Student ID: (empty text input)
- First Name*: (text input with placeholder "Enter First Name")
- Middle Name: (text input with placeholder "Enter Middle Name")
- Last Name*: (text input with placeholder "Enter Last Name")
- Suffix: (dropdown menu with "Select" option)
- OPTIONAL: Student FLEID number①: (text input with placeholder "FL...")
- Date of Birth*: (calendar icon and text input with placeholder "mm/dd/yyyy")
- Gender*: (dropdown menu with "Select" option)
- Ethnicity*: (dropdown menu with "Select" option)
- Student's Relationship to You: (dropdown menu with "Select" option)

At the top right of the form are "CANCEL" and "SAVE" buttons. The top right of the page has a notification bell icon with a red "2" and a user profile icon.



Transportation Stipend

[APPLY FOR SCHOLARSHIPS](#) [FIND STUDENTS](#) [ADD A STUDENT](#)

My Students

⚠ If you have a **RENEWAL** student (child currently receiving scholarship funding), please use the 'FIND STUDENTS' button to connect your renewal student to your EMA account. Renewal students should not be added as a new student. Adding currently funded students as new students will delay your funding.
If you have a **NEW** student, please click the 'ADD A STUDENT' button.

Below, you will find a list of your active students. Please make sure that the information for each student is accurate and up-to-date. Keeping this information current will help streamline the process when applying for scholarships. Only active students can be added to an application and considered for funding.

| Active Students | | | |
|-----------------|--------------|---------------|----------------------|
| STUDENT ID | STUDENT NAME | DATE OF BIRTH | |
| [REDACTED] | [REDACTED] | 6/19/2016 | View |
| [REDACTED] | [REDACTED] | 12/8/2013 | View |

Below, you will find a list of your inactive students. If you need to add one of these students to your applications you will need to click on the green plus button, to make them an active student. Each student is only allowed on one EMA account. If you are not applying for a student or they do not reside with you, you do not need to do anything, please leave them as inactive.

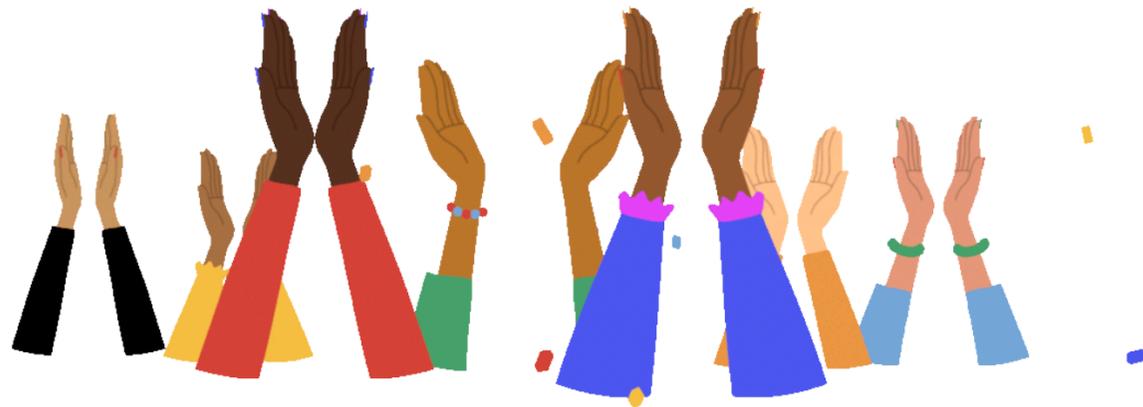
| Inactive Students | | | |
|-------------------|--------------|---------------|-------------------|
| STUDENT ID | STUDENT NAME | DATE OF BIRTH | |
| [REDACTED] | [REDACTED] | 11/23/2016 | + |

Once you add all your students both Renewal (if applicable) and New, you can click on “Apply for Scholarships” to start the application process.



Transportation Stipend

Congratulations!



Your parent/guardian account in EMA account is complete. You are now ready to apply for the Transportation Stipend, please proceed to slide #23.



Transportation Stipend

If you already have a parent/guardian account in EMA, please follow the next few slides to proceed with completing the Transportation Stipend application process.



Transportation Stipend

Log in to your account in
EMA.



Username [Forgot Username?](#)

Password [Forgot Password?](#)

 [Show](#)

Keep me signed in

[LOG IN](#)

Don't have an account? [Sign Up](#)

SUFS Team Member? [Sign In](#)



Transportation Stipend

Scroll down on the dashboard to the “Available Scholarships” section.

In that section, click the ‘Apply’ button next to the Transportation Stipend description box.



Peter Rabbit

Action Items

- Upload Test Results for Jake Filler >
- Complete Student Learning Plan (24-25) for Peter Rabbit >

My Recent Applications [View All](#)

- 2024-2025: New Worlds: Tom Kitten IN REVIEW >
- 2024-2025: FTC PENDING REVIEW >
- 2024-2025: FES-UA PENDING REVIEW >

My Students [View All](#)

| Tom Kitten | Jake Filler | Peter Rabbit |
|--|---|---|
| New Worlds Scholarship Accounts (24-25) Funded Award ID: 20001629 ⓘ Program Award Amount: \$5,000.00 ⓘ VIEW STUDENT | FTCPEP (24-25) Awarded Award ID: 5107676 ⓘ Program Award Amount: \$7,612.00 ⓘ FTCPEP (23-24) Funded Award ID: 5107643 ⓘ Program Award Amount: \$7,369.00 ⓘ VIEW STUDENT | FES-UA (24-25) Pending Award ID: Pending ⓘ Matrix Score: Pending ⓘ Program Award Amount: Pending ⓘ VIEW STUDENT |

Available Scholarships

IMPORTANT NOTICE

Scholarship program statutes prohibit a student from applying for more than one program for FES-UA, FTC and FES-EO. Students who apply for both an FES-UA and FTC/FES-EO scholarship will remain on the FES-UA scholarship application for processing and will not be reviewed or processed under the FTC/FES-EO application.

Please make sure all students have been added to the [My Students](#) section on the left before applying. After you click "Apply" select all students you want to apply for new and renewing students.

Families may apply for both the New Worlds Scholarship Accounts and Transportation Stipend programs.

Scholarships for Eligible Private Schools or Personalized Education Program (FTCPEP, FTC/FESEO)
FTC and FES-EO allow families attending an eligible Florida private school or participating in the Personalized Education Program (FTCPEP) to direct funds towards a combination of schooling options and other eligible expenses. Please keep in mind that a Student Learning Plan will be required to receive funds for FTCPEP. [APPLY](#)

Students with Unique Abilities (FES-UA)
FES-UA allows parents of students with Unique Abilities to direct funds toward a combination of programs and approved providers. [APPLY](#)

New Worlds Scholarship Accounts (NWSA)
New Worlds Scholarship Accounts allow parents/guardians of VPK and K-5 public school students who struggle with reading and/or math access to funds for programs and materials designed to boost reading and math skills. [APPLY](#)

Transportation Stipend
The Transportation Stipend helps families cover transportation costs for K-8 students attending a different nonvirtual public school than the one they are assigned to. Eligible families receive a \$750 stipend per household to support transportation expenses. [APPLY](#)



Transportation Stipend

A pop-up window will remind you that each household can only receive **ONE** transportation stipend of \$750 annually.

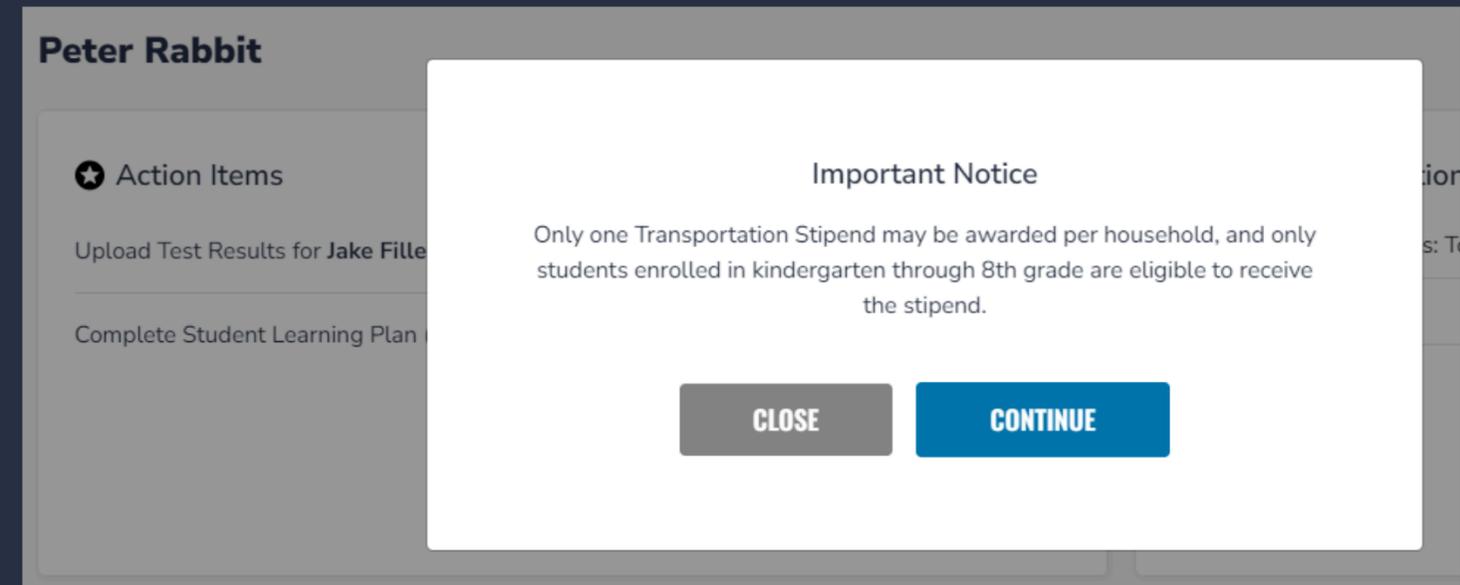
The stipend is specifically for students from Kindergarten to 8th grade.

Important Note:

Only one Transportation Stipend may be awarded per household, and only students enrolled in kindergarten through 8th grade are eligible to receive the stipend.

Students receiving the Transportation Stipend can also apply for the New World Scholarship if they meet the eligibility criteria.

Students who are members of multiple households should only be submitted on a single application.





Transportation Stipend

Scholarship Portal



Student Selection Student Information Guardian Information Summary

2024-2025 Transportation Stipend Application

Transportation Stipend Details

To support public school students in accessing educational environments that best suit their needs, a \$750 transportation stipend is available per household for K-8 students attending a Florida nonvirtual public school different from the one to which they are assigned. The stipend is limited to one per household and is not considered taxable income. A student may only be submitted under one household and on one application. Students who are members of multiple households should be submitted on a single application. Public schools may include magnet schools, charter schools and lab schools. Students enrolled in virtual school are not eligible. Families may also apply for the New Worlds Scholarship Accounts if eligibility requirements are met.

IMPORTANT NOTICE

All eligible students in the household must be added to the Transportation Stipend application at the time of submission. Once submitted, a student cannot be added to the application until the original application is processed. To be eligible for a Transportation Stipend, a K-8 student must attend a nonvirtual public school that is different from the school to which the student is assigned or to a developmental research school authorized under s. [1002.32](#), F.S. Only one \$750 Transportation Stipend is available per household, regardless of the number of students attending different public schools.

Who are you applying for?

| APPLY? | STUDENT NAME |
|-----------------------|--------------|
| <input type="radio"/> | Jake Filler |
| <input type="radio"/> | Tom Kitten |

Scholarship Portal

Student Selection Student Information

2024-2025 Transportation Stipend Application

Transportation Stipend Details

To support public school students in accessing educational environments that best suit their needs, a \$750 transportation stipend is available per household for K-8 students attending a Florida nonvirtual public school different from the one to which they are assigned. The stipend is limited to one per household and is not considered taxable income. A student may only be submitted under one household and on one application. Students who are members of multiple households should be submitted on a single application. Public schools may include magnet schools, charter schools and lab schools. Students enrolled in virtual school are not eligible. Families may also apply for the New Worlds Scholarship Accounts if eligibility requirements are met.

IMPORTANT NOTICE

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Who are you applying for?

| APPLY? | STUDENT NAME |
|----------------------------------|--------------|
| <input type="radio"/> | Jake Filler |
| <input checked="" type="radio"/> | Tom Kitten |



To begin the application process, you must add ALL students who meet the eligibility criteria to the Transportation Stipend application.

Please add ALL eligible students to the application, slide the radio button to the right. All students with blue radio buttons will be added to the application.



Transportation Stipend

The screenshot shows the 'Scholarship Portal' interface. On the left is a navigation menu with items: Dashboard, Reimbursements, My Students, Marketplace, Recent Transactions, and Help. The main content area is titled '2024-2025 Transportation Stipend Application' and includes a progress bar with four steps: Student Selection (active), Student Information, Guardian Information, and Summary. Below the title is a section for 'Transportation Stipend Details' with explanatory text. A yellow 'IMPORTANT NOTICE' box contains specific eligibility rules. At the bottom, a table titled 'Who are you applying for?' lists two students: Jake Filler and Tom Kitten, both with their 'APPLY?' checkboxes checked. A blue hand-drawn arrow points from the table to a red 'CONTINUE' button in the bottom right corner.

| APPLY? | STUDENT NAME |
|-------------------------------------|--------------|
| <input checked="" type="checkbox"/> | Jake Filler |
| <input checked="" type="checkbox"/> | Tom Kitten |

Once all students for the Transportation Stipend application have been selected, press the red 'Continue' button to proceed.



Transportation Stipend

The student information will be prepopulated based on the information entered in the student's profile.

If the student profiles do not have a selection for "Relationship to Guardian," this field will be enabled and required here.

Scholarship Portal

Student Selection Student Information Guardian Information Summary

2024-2025 Transportation Stipend Application

Student Information

Please complete the below information for each student.

[ADD A STUDENT](#)

1. Jake Filler

Please review the information below. If any information is incorrect, please go to your [My Students](#) to update.

| | | | |
|---------------------------|-------------------|--------------------|----------------------------------|
| First Name | Middle Name | Last Name | Suffix |
| Jake | Enter Middle Name | Filler | Select |
| Date of Birth | Gender | Ethnicity | Race |
| 03/03/2015 | Male | Hispanic or Latino | American Indian or Alaska Native |
| Relationship to Guardian* | | | |
| Select | | | |

Enrolled School Information

| | | | |
|-------------|------------------------|-------------------|------------------------|
| School Year | County* | School Name* | Grade Level 2024-2025* |
| 2024-2025 | Select Enrolled County | Search schools... | Select... |

Assigned School Information

| | | |
|-------------|------------------------|-------------------|
| School Year | County* | School Name* |
| 2024-2025 | Select Assigned County | Search schools... |

Enrollment Documentation Required*

Please upload a progress report, report card or other documentation to verify your student's enrollment at their current school. Uploaded documents must include the student's name, school name, school address, school year, and proof of enrollment.

File Upload Requirements

- Please ensure that any files you are uploading are **not** password protected.
- If you are uploading more than 1 file, you can upload up to 5 files max.
- Each file cannot exceed 5MB.
- Files types accepted: jpeg, jpg, png, PDF

Documentation Type*(You may upload up to 5 files.)

Enter Document Name [UPLOAD](#)

2. Tom Kitten

[SAVE AS DRAFT](#) [CONTINUE](#)



Transportation Stipend

Now you will select the current grade level of the student that you are applying for.

A reminder, only students in Kindergarten through 8th grade are eligible for the stipend.

The screenshot shows the 'Scholarship Portal' interface for the '2024-2025 Transportation Stipend Application'. The page is titled 'Student Information' and includes a navigation menu on the left with options like 'Dashboard', 'Reimbursements', 'My Students', 'Marketplace', 'Recent Transactions', and 'Help'. The main content area is divided into sections: 'Student Information', 'Enrolled School Information', 'Assigned School Information', and 'Enrollment Documentation Required'. The 'Student Information' section contains fields for First Name (Jake), Middle Name (Enter Middle Name), Last Name (Filler), Suffix (Select), Date of Birth (03/03/2015), Gender (Male), Ethnicity (Hispanic or Latino), Race (American Indian or Alaska Native), and Relationship to Guardian (Select). The 'Enrolled School Information' section has fields for School Year (2024-2025), County (Collier), and School Name (TWIN LAKES ACADEMY ELEM SCHOOL). The 'Assigned School Information' section has fields for School Year (2024-2025), County (Select Assigned County), and School Name (Search schools...). The 'Enrollment Documentation Required' section includes a 'File Upload Requirements' box with instructions and an 'Upload' button. A red box highlights the 'Grade Level 2024-2025' dropdown menu, which is open to show options from '04' to '08', with '04' selected. The page footer contains the text '2024 - SUFS - Privacy'.



Transportation Stipend

Enrolled School information

Choose the county in the dropdown for the public school your student is enrolled in.

Next, choose the school your student is enrolled in from the 'School Name' dropdown box.

Public schools may include magnet schools, charter schools and lab schools. Students enrolled in virtual school are not eligible.

The screenshot shows the '2024-2025 Transportation Stipend Application' form in the 'Scholarship Portal'. The form is titled 'Student Information' and includes a 'ADD A STUDENT' button. The first student listed is '1. Jake Filler'. The form fields are: First Name (Jake), Middle Name (Enter Middle Name), Last Name (Filler), Suffix (Select), Date of Birth (03/03/2015), Gender (Male), Ethnicity (Hispanic or Latino), Race (American Indian or Alaska Native), and Relationship to Guardian (Select). Below this is the 'Enrolled School Information' section, which is circled in red. It includes fields for School Year (2024-2025), County (Collier), School Name (River City Science Academy Innovation School), and Grade Level (2024-2025). The 'Assigned School Information' section includes School Year (2024-2025), County (Collier), and School Name (Twin Lakes Academy Elmh School). There is also a section for 'Enrollment Documentation Required' with file upload instructions and a 'Documentation Type' field. The form is for a second student, '2. Tom Kitten', which is partially visible at the bottom.



Transportation Stipend

Assigned School Information

Select the county of the school that your student is assigned to (the school assigned to your home address) and choose the school name in the dropdown list.

The screenshot shows a web application interface for a scholarship portal. The main heading is '2024-2025 Transportation Stipend Application' with a sub-heading 'Student Information'. The form is divided into several sections. The first section, 'Student Information', includes fields for First Name (Jake), Middle Name (Enter Middle Name), Last Name (Filler), Suffix (Select), Date of Birth (03/03/2015), Gender (Male), Ethnicity (Hispanic or Latino), and Race (American Indian or Alaska Native). A red box highlights the 'Relationship to Guardian*' dropdown menu. The second section, 'Enrolled School Information (i)', includes fields for School Year (2024-2025), County* (Collier), School Name* (RIVER CITY SCIENCE ACADEMY INNOVATION SCHOOL), and Grade Level 2024-2025* (04). A red box highlights the 'Assigned School Information (i)' section, which includes fields for School Year (2024-2025), County* (Collier), and School Name* (TWIN LAKES ACADEMY ELEM SCHOOL). The third section, 'Enrollment Documentation Required*', includes a file upload area with requirements and a 'Documentation Type*' dropdown menu. The form is titled '1. Jake Filler' and '2. Tom Kitten'. The bottom right corner has 'SAVE AS DRAFT' and 'CONTINUE' buttons.



Transportation Stipend

For students on the Transportation Stipend, the guardian must upload a report card or test scores to verify their enrollment at their current school.

Acceptable documents include:

- A copy of your student's progress report
- A printout or screenshot from the student's online grade portal
- A letter from the school that includes the student's name, school's name and quarter dates
- A copy of your student's report card (if received)

***Any document uploaded must include the student's name, school name, school address, school year and proof of enrollment.**

Enrollment Documentation Required*

Please upload a progress report, report card or other documentation to verify your student's enrollment at their current school. Uploaded documents must include the student's name, school name, school address, school year, a

File Upload Requirements

- Please ensure that any files you are uploading are **not** password protected.
- If you are uploading more than 1 file, you can upload up to 5 files max.
- Each file cannot exceed 5MB.
- Files types accepted: jpeg, jpg, png, PDF

Documentation Type* (You may upload up to 5 files.)

[Delete](#) [FSA Results Peter Rabbit.pdf](#)





Transportation Stipend

Once the document has been successfully uploaded, its name should appear on the screen as noted here.

Please ensure that the uploaded file is not password-protected. We will not be able to accept a document that is password protected.

Enrollment Documentation Required*

Please upload a progress report, report card or other documentation to verify your student's enrollment at their current school.

File Upload Requirements

- Please ensure that any files you are uploading are **not** password protected.
- If you are uploading more than 1 file, you can upload up to 5 files max.
- Each file cannot exceed 5MB.
- Files types accepted: jpeg, jpg, png, PDF

Documentation Type*(You may upload up to 5 files.)

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 **PDF** is preferred



Transportation Stipend

If you are applying for multiple students, they will appear on your screen as indicated in this slide.

Keep in mind that if you submit an application with multiple eligible students in your household, only one transportation stipend of \$750 will be granted per household.

After you finish the process for all students, click the continue button to move forward.

Scholarship Portal

2024-2025 Transportation Stipend Application

Student Information

Please complete the below information for each student.

[ADD A STUDENT](#)

1. Jake Filler

2. Tom Kitten

Please review the information below. If any information is incorrect, please go to your [My Students](#) to update.

First Name: Tom, Middle Name: Enter Middle Name, Last Name: Kitten, Suffix: Select

Date of Birth: 05/12/2018, Gender: Male, Ethnicity: Non-Hispanic or Latino, Race: White

Relationship to Guardian: Son

Enrolled School Information

School Year: 2024-2025, County: Dixie, School Name: RIVER CITY SCIENCE ACADEMY INNOVATION SCHOOL, Grade Level 2024-2025: 03

Assigned School Information

School Year: 2024-2025, County: Collier, School Name: TWIN LAKES ACADEMY ELEM SCHOOL

Enrollment Documentation Required

Please upload a progress report, report card or other documentation to verify your student's enrollment at their current school. Uploaded documents must include the student's name, school name, school address, school year, and proof of enrollment.

File Upload Requirements

- Please ensure that any files you are uploading are not password protected.
- If you are uploading more than 1 file, you can upload up to 5 files max.
- Each file cannot exceed 5MB.
- Files types accepted: jpeg, jpg, png, PDF

Documentation Type *(You may upload up to 5 files.)

Enter Document Name: [UPLOAD](#)

[Delete](#) [PSA Results Peter Rabbit.pdf](#)

[SAVE AS DRAFT](#) [CONTINUE](#)

Remember: Ensure to include ALL eligible students in the application!



Transportation Stipend

Scholarship Portal

2024-2025 Transportation Stipend Application
Guardian Information

Primary Guardian*

Please review the information below. If any information is incorrect, please go to your [Profile](#) and make sure that your information is up-to-date to avoid processing delays.

| | | | |
|---------------------|------------------------|------------------|-----------------------|
| First Name* | Middle Name | Last Name* | Suffix |
| Peter | Enter Middle Name | Rabbit | |
| Email - Primary* | Email - Secondary | Phone - Primary* | Phone Type - Primary* |
| nlpust223@suufs.org | Enter Secondary Email | (304) 789-5164 | Home |
| Phone - Secondary | Phone Type - Secondary | | |
| (000) 000-0000 | | | |

Physical Address

| | | | |
|-------------------|----------------------------|--------|-----------|
| Street Address* | Address Line 2: | | |
| 1 WESTERN LAKE DR | Suite/Apartment (Optional) | | |
| City* | County* | State* | Zip Code* |
| JACKSONVILLE | DUVAL | FL | 32256 |

Mailing Address

Ensuring your mailing address is accurate is important, as a check will be sent to this address if your student is eligible.

| | | | |
|-------------------|----------------------------|--------|-----------|
| Street Address* | Address Line 2: | | |
| 1 WESTERN LAKE DR | Suite/Apartment (Optional) | | |
| City* | County* | State* | Zip Code* |
| JACKSONVILLE | DUVAL | FL | 32256 |

SAVE AS DRAFT CONTINUE

The 'Guardian Information' screen will appear, pre-populated with the details noted in the guardian profile. On this screen, you will find two addresses: the physical address and the mailing address. Checks will be mailed to the Mailing Address on file in EMA. If the information is correct, click on 'Continue' to proceed.

Please ensure that the addresses are accurate. If they are incorrect, use the "Save As Draft" button to save the application you have completed. Click on the person icon in the upper right corner of the page to make the necessary edits in your Guardian profile. Once the edits are made, you may return to the application and continue.



Transportation Stipend

Scholarship Portal

Student Selection Student Information Guardian Information Summary

2024-2025 Transportation Stipend Application

Application Summary

Please verify you have no required information missing and then continue with the application process by clicking submit.

| STUDENTS | RELATIONSHIP TO GUARDIAN | ASSIGNED SCHOOL | ENROLLED SCHOOL | GRADE | DOCUMENTATION |
|----------------|--------------------------|--------------------------------|--|-------|--|
| 1. Jake Filler | Sister | TWIN LAKES ACADEMY ELEM SCHOOL | RIVER CITY SCIENCE ACADEMY INNOVATION SCHOOL | 04 | FSA Results Peter Rabbit.pdf |
| 2. Tom Kitten | Son | TWIN LAKES ACADEMY ELEM SCHOOL | RIVER CITY SCIENCE ACADEMY INNOVATION SCHOOL | 03 | FSA Results Peter Rabbit.pdf |

| GUARDIANS | PHONE-PRIMARY | EMAIL-PRIMARY | MAILING ADDRESS |
|--------------|----------------|--------------------|---|
| Peter Rabbit | (304) 789-5164 | nlpuat223@sufs.org | 1 WESTERN LAKE DR, JACKSONVILLE, FL 32256 |

Parent/Guardian Terms & Conditions

By submitting this scholarship application, under the penalty of perjury, I certify the following:

The student(s) listed in this application attends a Florida public school and are enrolled in kindergarten through 8th grade. The stipend may be used to cover costs of transportation to a Florida nonvirtual public school that is different from the school to which the student(s) are assigned or to a developmental research school authorized under s. 1002.32, Florida Statutes.

For my eligible student(s) to receive a stipend, I understand that I must:

- Submit an application to an eligible nonprofit scholarship-funding organization for the specified school year and by the deadline established by the organization.
- Provide documentation necessary to verify the student's eligibility for the specified school year.
- Be responsible for the payment of all transportation-related expenses in excess of the amount of the stipend.

Please Sign Here

Signature Of *

Apple Smith

Apple Smith

SAVE AS DRAFT SUBMIT APPLICATION

The summary page is now visible. Here you will see the 'Application Summary,' with the students listed on the scholarship and the primary guardian's contact information.

It is time to complete the 'Parent/Guardian Terms & Conditions' section. Read the terms. If you accept them, click on the box, type your name and e-sign in the blue box.



Transportation Stipend

Scholarship Portal

Student Selection | Student Information | Guardian Information | **Summary**

2024-2025 Transportation Stipend Application

Application Summary
Please verify you have no required information missing and then continue with the application process by clicking submit.

| STUDENTS | RELATIONSHIP TO GUARDIAN | ASSIGNED SCHOOL | ENROLLED SCHOOL | GRADE | DOCUMENTATION |
|----------------|--------------------------|--------------------------------|--|-------|--|
| 1. Jake Filler | Sister | TWIN LAKES ACADEMY ELEM SCHOOL | RIVER CITY SCIENCE ACADEMY INNOVATION SCHOOL | 04 | FSA Results Peter Rabbit.pdf |
| 2. Tom Kitten | Son | TWIN LAKES ACADEMY ELEM SCHOOL | RIVER CITY SCIENCE ACADEMY INNOVATION SCHOOL | 03 | FSA Results Peter Rabbit.pdf |

| GUARDIANS | PHONE-PRIMARY | EMAIL-PRIMARY | MAILING ADDRESS |
|--------------|----------------|-------------------|---|
| Peter Rabbit | (304) 789-5164 | npuat223@sufs.org | 1 WESTERN LAKE DR, JACKSONVILLE, FL 32256 |

Parent/Guardian Terms & Conditions
By submitting this scholarship application, under the penalty of perjury, I certify the following:

The student(s) listed in this application attends a Florida public school and are enrolled in kindergarten through 8th grade. The stipend may be used to cover costs of transportation to a Florida nonvirtual public school that is different from the school to which the student(s) are assigned or to a developmental research school authorized under s. 1002.32, Florida Statutes.

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- Provide documentation necessary to verify the student's eligibility for the specified school year.
- Be responsible for the payment of all transportation-related expenses in excess of the amount of the stipend.

Please Sign Here
Signature Of *



The 'Submit Application' button is now active, and you can submit your application. If you need to review a previous section at any time during the application process, click 'Save as Draft.' Once an application is submitted, you will NOT be able to reopen it.



Transportation Stipend



The screenshot shows the "Scholarship Portal" interface. At the top, there are navigation tabs: "Student Selection", "Student Information", "Guardian Information", and "Summary". The main heading is "2024-2025 Transportation Stipend Application" with a sub-heading "Application Summary". Below this, there is a table with columns: "STUDENTS", "RELATIONSHIP TO GUARDIAN", "ZONED SCHOOL", "CURRENT SCHOOL", "GRADE", and "DOCUMENTATION". Two rows of student information are visible. A white modal box is overlaid on the screen with the text "Application Submitted" and "Congratulations! Your application was successfully submitted." Below the modal, there is a "Please Sign Here" section with a signature field and a "REDO" button. At the bottom right, there are "SAVE AS DRAFT" and "SUBMIT APPLICATION" buttons.

| STUDENTS | RELATIONSHIP TO GUARDIAN | ZONED SCHOOL | CURRENT SCHOOL | GRADE | DOCUMENTATION |
|---------------|--------------------------|--------------|----------------|-------|----------------------|
| 1. [Redacted] | Daughter | [Redacted] | Greenville | 04 | View |
| [Redacted] | Daughter | [Redacted] | Oak [Redacted] | 08 | View |

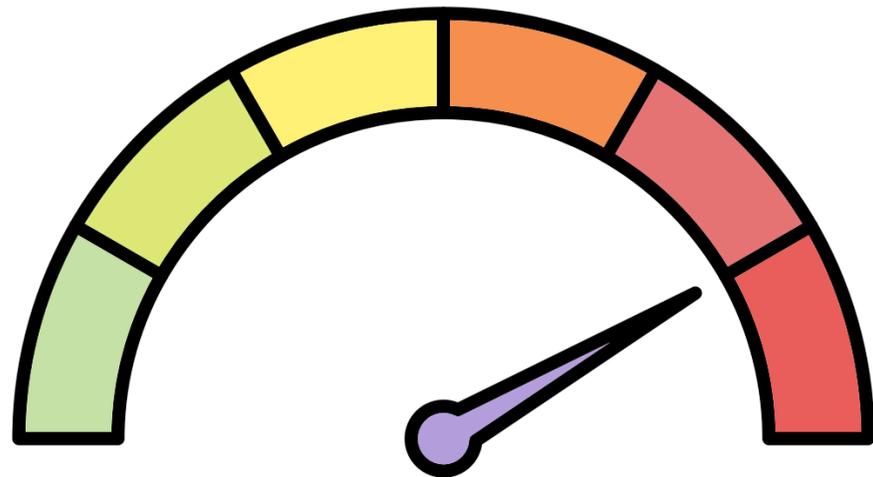
Congratulations! The application has been submitted successfully.





Transportation Stipend

Application Statuses



Submitted: The application has been received and is under review.

On Hold: The application did not have the information needed to determine the student's eligibility. The parent or guardian must submit additional information or documentation.

Eligible: The Department of Education (DOE) has confirmed the student's eligibility for the program.

Ineligible: The student was found to be ineligible for the Transportation Stipend program and will not receive a Stipend. A household may still receive a Stipend if another student in the household is found eligible.



Step Up For Students

Contact Us

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



chat with us at [sufs.org](https://www.sufs.org)

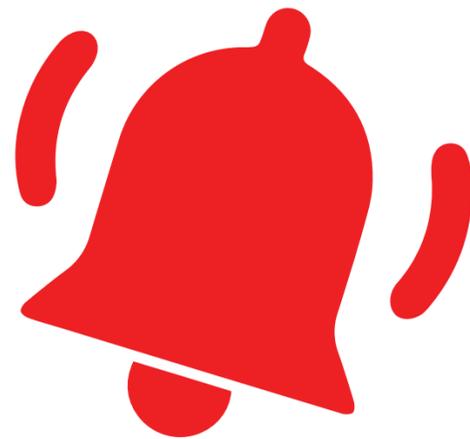


877-735-7837



Step Up For Students

Thank you for watching!



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