

# January 2026 Program Handbooks

## Summary of Changes



### All Family Handbooks

Please note that all revisions are based on survey results and parent/provider input. Please submit your suggestions for clarification or improvement via the Feedback Forms linked in each document.

1. *Application Deadline Exceptions:* Clarified military requirements (outlined which documents are required based on current residency status)
2. *Full Time Equivalent Crosscheck:* Added information on public school crosscheck process
3. *Switching Between Scholarship Programs:* Added September 30 switcher deadline for 100% funding
4. *Subscriptions or Online Programs:* Added information on prorating family or multi-user subscriptions
5. *Frequency of Purchase Limitations:* Clarified that Frequency of Purchase rules are retroactive
6. *Reimbursement Timeline:* Clarified the 60-day reimbursement rule: If a reimbursement request is placed "on hold" pending additional documentation or revisions, including corrected amounts, the 60-day review period restarts upon receipt of the requested documents.
7. *Summer Programs & Day Camps:* Added information on requirements for Summer Camp and Day Programs
8. *Submitting Reimbursement Supporting Documentation:* Clarified reimbursement supporting documentation: Invoices and receipts must include a clear breakdown of all costs, such as the base cost, taxes, fees, and the total amount paid. Handwritten notes or unofficial documents cannot be accepted.

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9. *Fees for Annual Home Education Evaluation or Testing and Academic Services, including Test Administration & Proctoring:* Clarified provider requirements for administering non-approved evaluations or testing

### FES-UA Family

1. *Funding Proration:* Clarified that funding proration is based on most recent acceptance date
2. *Tuition and Fees at an Eligible Private School:* Clarified that school-required uniforms are eligible expenses for reimbursement
3. *Appendix A:* Updated diagnosis definition for Visually Impaired (does not include esotropia, hyperopia, or myopia)
4. *Appendix A:* Clarified that Hospital or Homebound students and Dual Sensory Impaired students are no longer required to provide an IEP annually as part of the renewal process
5. *Appendix B:* Updated Stanley G. Tate FL Prepaid Program is available for Direct Pay and Reimbursement, instead of Reimbursement Only

### FTC-PEP Family

1. *Prioritization of Renewal Applicants:* Clarified that renewal applicants are prioritized for funding
2. *Funding Schedule:* Clarified Student Learning Plan submission impact on funding
3. *Funding Transfers among Scholarship Funding Organizations:* Clarified that FTC funds do not follow students transferring between SFOs

### Private School Family

1. *Funding Transfers among Scholarship Funding Organizations:* Clarified that FTC funds do not follow students transferring between SFOs

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### Private School Provider

1. *How Students Apply:* Clarified prohibition on schools applying for scholarships on behalf of students
2. *Accepting the Scholarship:* Clarified school obligations and parent obligations for accepting a scholarship and enrolling
3. *Invoice Approval Requirement:* Outlined invoice requirements
4. *Agreed Upon Procedures:* Added description of the Agreed Upon Procedures audit process