



PARENT/GUARDIAN PROGRAM HANDBOOK IMPROVEMENTS

The Parent/Guardian Handbooks for the Unique Abilities, Educational Options, Florida Tax Credit, and Personalized Education Program scholarships have been updated to reflect changes from the purchasing guides, legislative changes, and feedback from families.

[FES-EO, FTC, and PEP Parent/Guardian Handbook](#)
[FES-UA Parent/Guardian Handbook](#)

We will continue to improve our guidance throughout the year based on feedback, which will be collected on Step Up For Student's website, linked here:

[FES-EO, FTC, and PEP Parent/Guardian Handbook Feedback 2024-2025](#)
[FES-UA Parent/Guardian Handbook Feedback 2024-2025](#)

Statutory Changes

General

- Dependents of members of the US Armed Forces who move in or out of Florida may still be eligible to receive FES-UA or PEP scholarships with required documentation.
- Parents/guardians may no longer apply for multiple scholarships at the same time for a single student under the FES-UA, FES-EO, and FTC scholarship programs.

Unique Abilities

- FES-UA students may use scholarship funds to enroll in a prekindergarten program offered by an eligible private school.
- UCF's Center for Unique Abilities will create the FES-UA purchasing guide by July 1 each year.

The Hope Scholarship Program

- The Hope Scholarship has merged with the FTC and FES-EO Scholarships.
- Students previously on the Hope Scholarship are eligible for either an FES-EO or FTC scholarship.
- Students who experience a bullying or harassment incident in a public school may still apply for FES-EO or FTC after the scholarship windows close using the Hope Scholarship Notification Form. The Hope Scholarship Notification Form is not required unless the scholarship application windows have closed.

Transportation Scholarship & Stipend

- The Transportation Scholarship was eliminated as a scholarship program within FES and FTC.
- The Transportation Stipend was created in its place with different eligibility requirements. Step Up will create a separate handbook for this program.
- Join the pre-registration list for the 2024-25 school year [here](#).
- To learn more about the Transportation Stipend, click [here](#).

Financial Policy Changes

- Shared the updated Scholarship Funding Schedule in both the FES-EO, FTC, & PEP handbook and the FES-UA handbook under their respective “Scholarship Funding Schedule” sections.
- Increased flexibility of reimbursement and pre-authorization processes:
 - o Cash equivalents like credit card or loyalty points, installment plans, and layaway can now be used to make eligible purchases and be reimbursed. The proof of payment must clearly show the cash value of the payment method. If the receipt does not show the full purchase price, the parent/guardian can only be reimbursed for the portion paid using a credit card.
 - o Student first and last names are no longer required to be listed on receipts for purchases of goods, but they must still be included for purchases of services for the student.
- Clarified that reimbursement requests placed on hold for longer than 30 days after additional documentation is requested will be denied and will require resubmission.
- Specified purchases for the 2024-25 fiscal year may be reimbursable if they were prepaid between July 1, 2023 - June 30, 2024 under the following categories:
 - o Eligible Private School Tuition & Fees
 - o Hybrid Eligible Private Schools
 - o Home Education/Home Education Instructional Program Tuition & Fees
 - o Public School Contracted Services
 - o Full-Time Private or Facilities-Based Tutoring
 - o DOE-Approved Virtual Instruction Providers
 - o DOE-Approved Online Course Providers
 - o Stand-Alone or Online Courses
 - o Curriculum