



Private School Scholarship Family Open House

October 12th , 2023



AGENDA

- Scholarship Updates
- Handbook Highlight
- MyScholarShop
- Purchasing Guide
- Reimbursements in EMA
- Resources
- Q & A



Please note: We cannot answer questions about specific students; however, we can help with general questions you may have about FTC/FES-EO scholarship processes, coverage, and updates.

Your voice is important, and we're listening.

Here's how your feedback helped us in addressing your concerns





Scholarship Updates



Funding Has Arrived!



We funded our FTC/FES-EO families on 9/18 and again on 10/3. If you are currently awarded but have not yet been Step Up funded, please reach out to our Engagement Center. Please [click here](#) to view our contact information.

Transportation Scholarship: Did you know?

Transportation scholarships are worth \$750 and help with the cost of attending a public or charter school other than the one to which a student has been assigned.

Once awarded a scholarship, please follow the instructions on your award letter to notify us that you will be using the transportation scholarship option. Families will be required to provide a report card or progress report quarterly to confirm the student's attendance and receive payment that is sent directly to families.



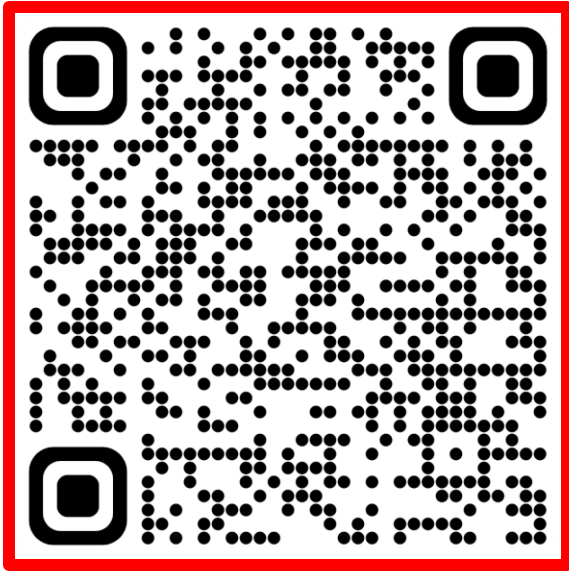
See page 7 in the Parent/Guardian Handbook

Funding Updates



We are actively accepting and awarding applications. Please continue to monitor your email and EMA account for updates.

Funding Information and Resources



FES-EO/FTC Parent Handbook



Purchasing Guide

Handbook Highlight





Scholarship Funding:

Scholarship funding is deposited into the student scholarship account four times a year for the Private School and PEP options, and at least twice a year for the Transportation option.

Scholarship Funds for Private School and PEP students will be deposited into the student's scholarship account on or around the following dates:

- Quarter 1: August 15 – September 15
- Quarter 2: November 15 – December 1
- Quarter 3: January 15 – February 1
- Quarter 4: April 15 -May 1

After funds have arrived, families will be notified by email. For students utilizing the private school option, each quarter's funds will first be committed to the private school tuition and fees.



FLORIDA CHOICE SCHOLARSHIPS

FAMILY EMPOWERMENT SCHOLARSHIP FOR EDUCATIONAL OPTIONS

FLORIDA TAX CREDIT SCHOLARSHIP PROGRAM

See page 7 in the Parent/Guardian Handbook



COMING SOON

my
Scholar**SHOP**

What is MyScholarShop?

- This one-stop online shopping experience was created for families who have an education savings account
- MyScholarShop is a portal that allows you to purchase pre-approved instructional materials and curriculum without having to pay out of pocket
- **The benefits of MyScholarShop are...**
 - MyScholarShop vendors are paid directly through your child's scholarship account with no out-of-pocket costs
 - Everything on MyScholarShop is preapproved
 - No reimbursement paperwork is needed

“Pick it, Click it, and Ship it”

How does MyScholarShop work?

- Search for what you need as you would on any online store and find the items you want.
- Put them in a cart and check out when you're ready.
- MyScholarShop will do the rest, including checking to ensure you have available funds.

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



MyScholarShop New Vendors



Excalibur Solutions STEM Academy offers STEM education opportunities that focus on the Technology and Engineering aspects of STEM. We teach computer programming, electronics, 3D design, and other concepts that develop 21st century skills and prepare students to pursue a STEM-related field in college or as a career. Our content is available as a subscription to a collection of self-paced, instructor-led video lessons grouped into projects that highlight specific concepts or technologies. We currently have over 550 lessons, and we strive to add on average two new projects (between 30 and 40 additional lessons) each month. With us, learning is authentic, project-based, and interdisciplinary.

Website: <https://stem.excalibur-solutions.com/>



Mr. D Math offers a complete solution as an adaptive learning management system with a personalized learning platform, individualization, differentiation, and personalization. Mr. D left the public school system to develop an online curriculum for all levels of high-school math, from pre-algebra to pre-calculus. His unique and effective approach allows students to understand math as a language, raising their test scores on standardized tests.

Website: <https://mrdmath.com/>



Home Science Tools hands-on science approach sparks curiosity, fuels wonder, and ignites inquiry for a memorable, highly engaged learning experience. Their products enable teachers in the home and classroom by simplifying prep time, adapting to multi-age and classroom groups, and making teaching easier, regardless of your science background. HST products and resources have been developed by teachers, scientists, engineers, and homeschoolers who together have decades of science education experience. Trusted and proven in the home and classroom alike.

Website: <https://www.homesciencetools.com/>



Purchasing Guide 2023-2024



Purchasing Guide



Florida state law requires Scholarship Funding Organizations (SFOs), like Step Up For Students, to prepare a purchasing guide for parents/guardians of scholarship students and that the guide be updated at least annually.

The FTC, FES-EO and PEP Purchasing Guide

Purchasing Guide (continued)

The purchasing guide:

- ✓ Creates clear and consistent guidelines across all SFOs.
- ✓ Allows ongoing feedback from the families we serve.
- ✓ Clarifies some of the categories in the former "pre-approved" list.
- ✓ Gives more insight into how parents/guardians can and cannot use their child's scholarship.



Highlights from the Purchasing Guide

- Books
- Legos
- Globes
- Ticketed events, including plays, musicals, or orchestra...
...and much, much more!!



Approved Uses Of Funds

- Instructional Materials
- Curriculum
- Standardized Testing Fees
- Contracted Services provided by a Public School or School District
- Tuition and Fees
 - Eligible Private School
 - Eligible Postsecondary Institution
 - Approved Pre-apprenticeship
 - Fees for Part-time Tutoring or Choice Navigator Services
 - Approved Online or Virtual Provider
 - Private-Pay Student for Florida Virtual School
 - Contracted Services Provided by a Public School or School District

See page 11 in the Parent/Guardian Handbook for a full list of Eligible ESA Expenses

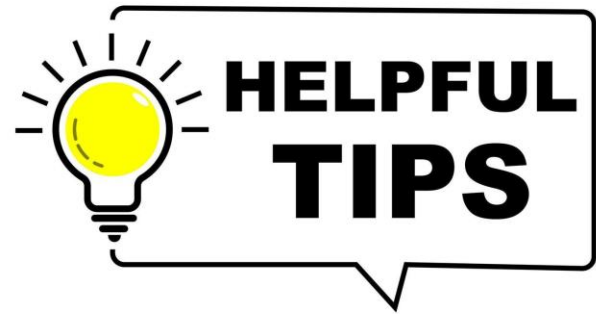
Requirements for Eligible Provider of Electives

Requests for reimbursement for elective or enrichment classes or lessons from providers who do not meet the criteria of part-time tutors must include documentation that demonstrate that the provider has one of the following:

- A current Florida educator's certificate.
- At least 3 years of experience in the relevant subject area as demonstrated by employment records.
- Currently enrolled in a postsecondary educational institution as a student of the relevant subject area.
- A degree from a postsecondary educational institution in the relevant subject area.
- A certification or national accreditation in the relevant subject area.

See pages 15-16 in the
Parent/Guardian Handbook

Important Notes



- Many items and providers are already "Pre-Approved" and located in the 23-24 purchasing guide.
- Some Instructional Materials have restrictions (such as age restrictions), so familiarize yourself with these before submitting for reimbursement.
- There are also specific requirements for tutors and other providers to ensure a high-quality educational experience.
- MyScholarShop (MSS) will be available later this fall for purchases that will come directly from your ESA account.



Purchasing Guide Cont...

Instructional Materials

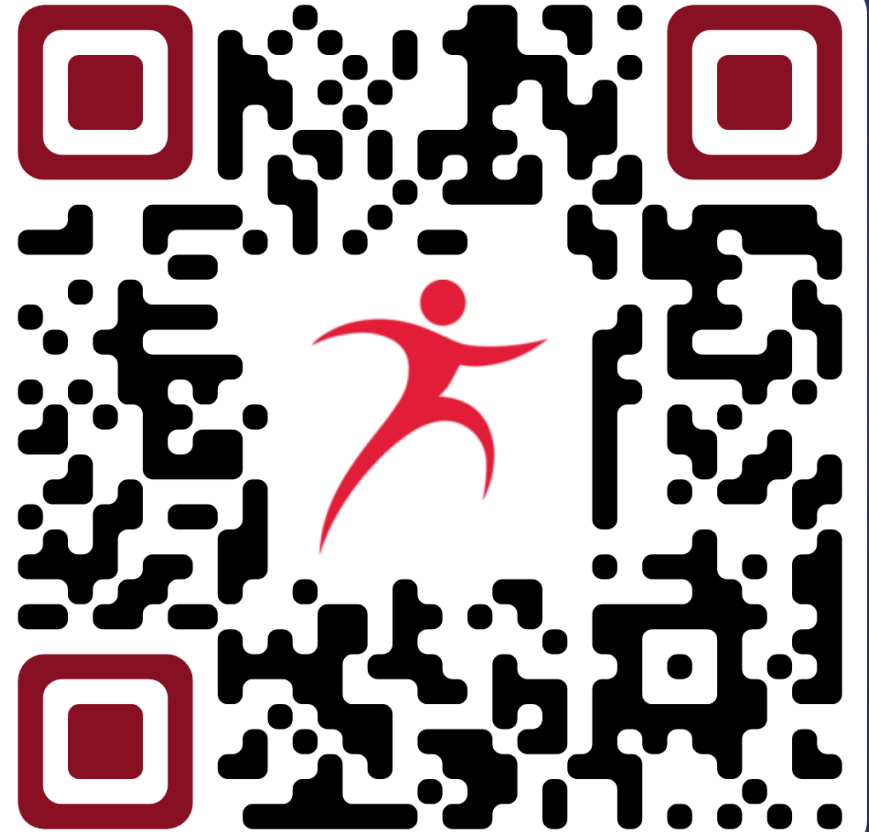
Books



- Books are neither capped in annual spending nor subject to frequency of purchase.
- Two copies of a book are permitted if the second copy is used as a parent/guardian or companion reader. **However, requests for more than two copies of the same book will be denied.**
- Books with content that may pose a threat to the student or others or promote violence or criminal behavior are ineligible for purchase.

Share Your Feedback With Us!

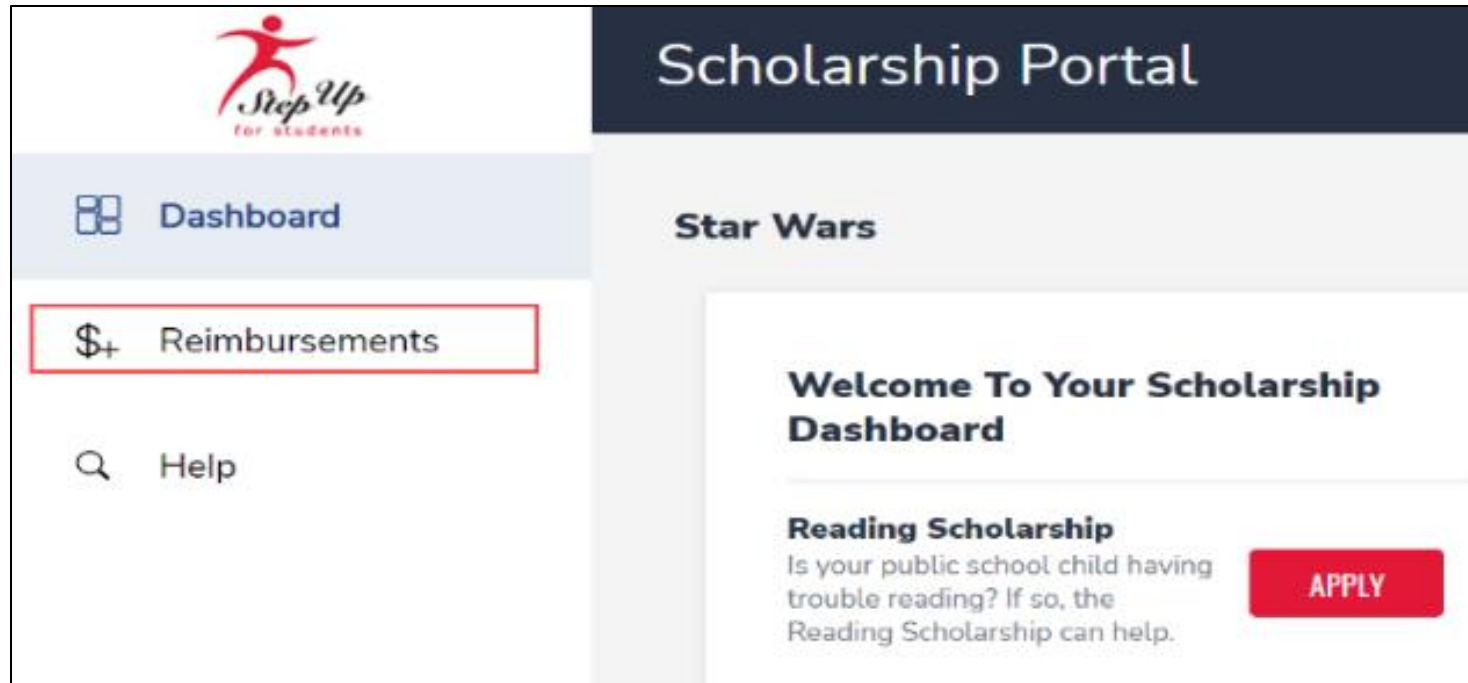
- As you are utilizing the Purchasing Guide, we have created a feedback form and survey for parents/guardians.
- We encourage you to utilize this form to provide feedback and suggestions for the Purchasing Guide.
- Step Up will review these suggestions periodically and implement improvements when appropriate. Please scan the QR code to provide feedback.



Reimbursements in EMA



Reimbursements in EMA



Once you are signed into EMA, click Reimbursements on the left panel of the Dashboard

Reimbursements in EMA

Reimbursements

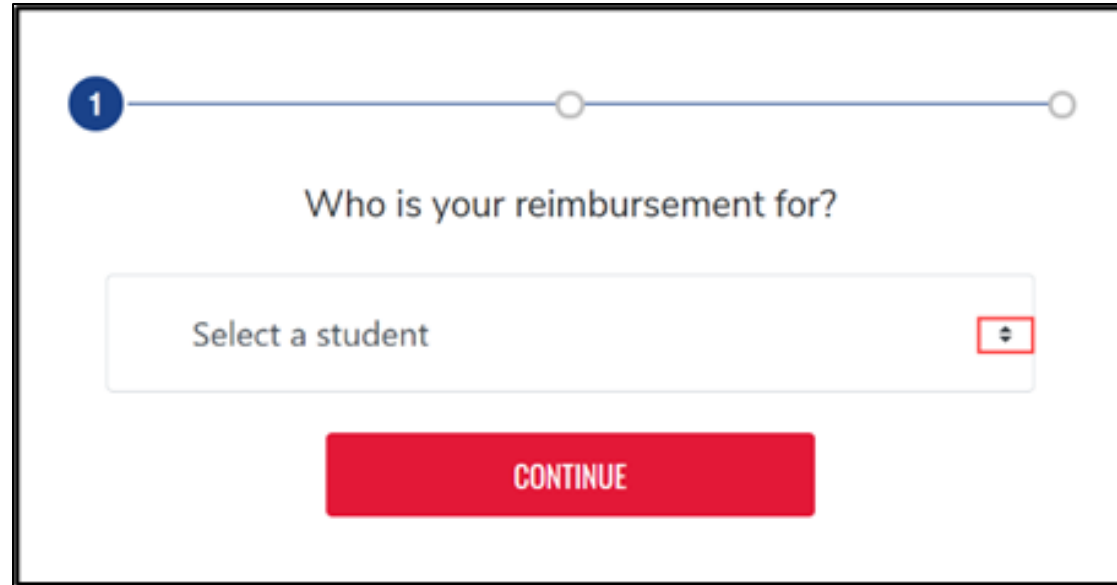
[+ NEW](#)

REIMBURSEM	PROGRAM	DATE	PROVIDER	STUDENT	AMOUNT	STATUS	VIEW	RECEIPTS
No records to display.								

From 1 to 0 of 0

From the Reimbursements screen, select NEW

Reimbursements in EMA



1


Who is your reimbursement for?

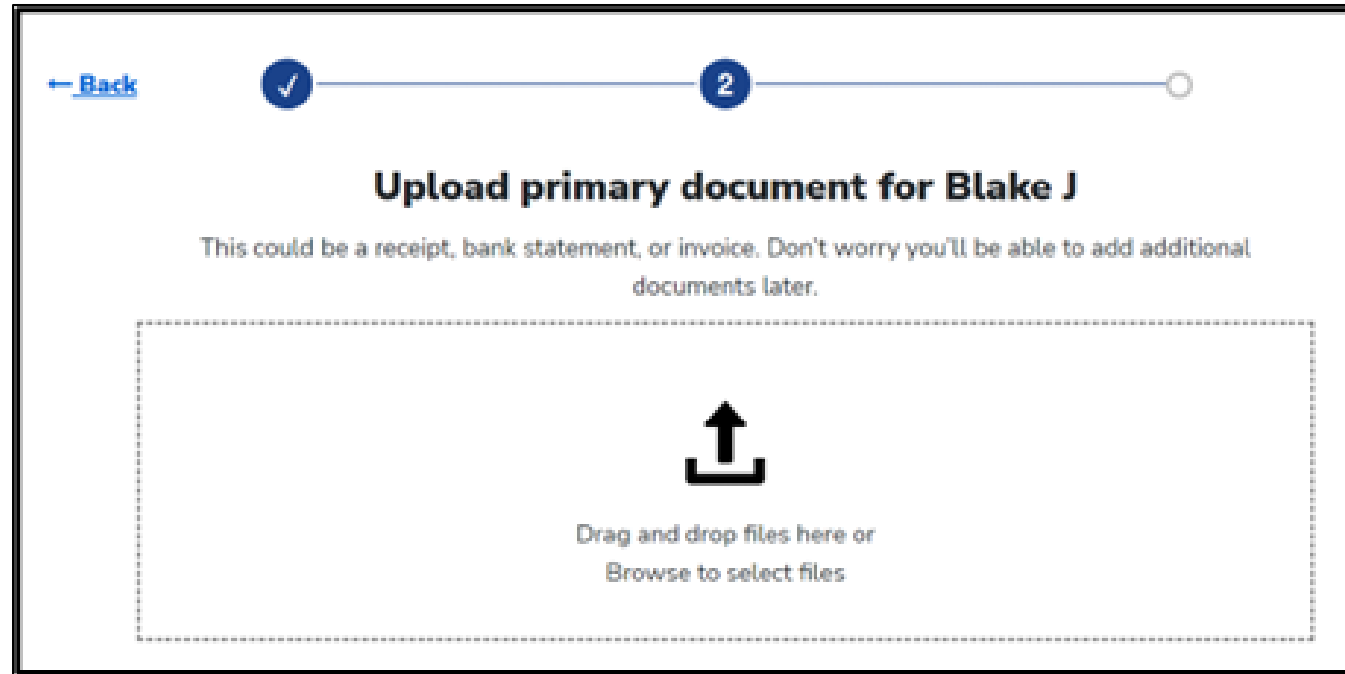
Select a student

CONTINUE

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

Reimbursements in EMA

Drag and drop a file onto the  icon to upload the primary document or receipt for the student selected

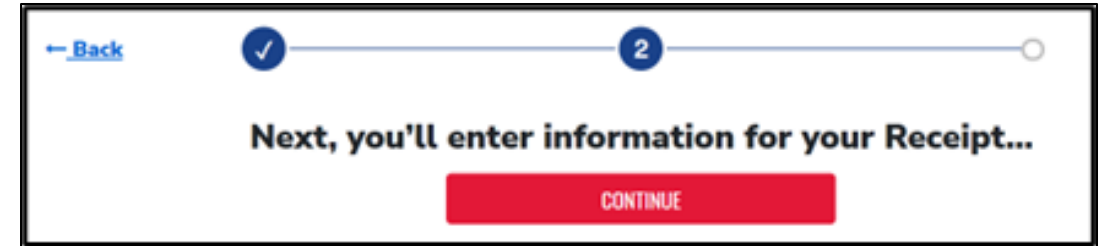
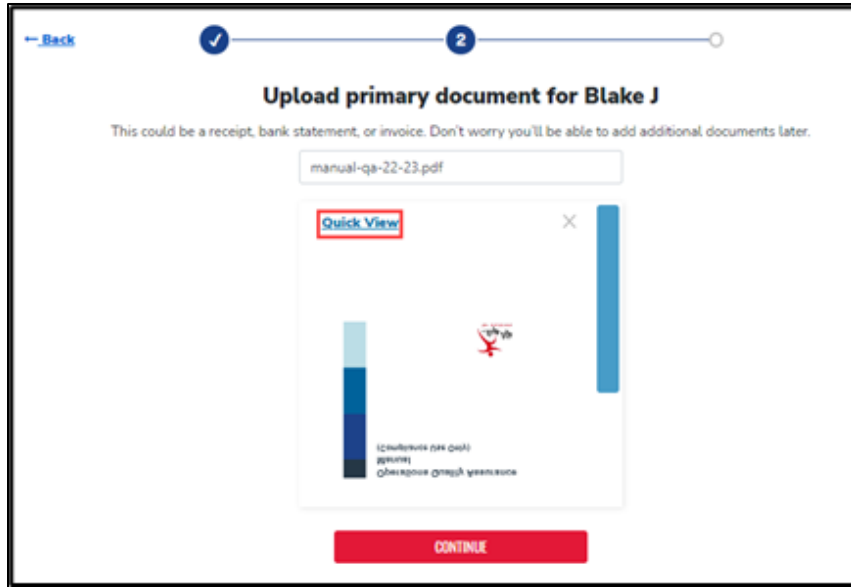


The screenshot shows a web interface for uploading a primary document. At the top left is a blue link labeled "← Back". A progress bar at the top has two steps: the first step is a blue circle with a white checkmark, and the second step is a blue circle with the number "2". Below the progress bar, the heading reads "Upload primary document for Blake J". Underneath the heading is a line of text: "This could be a receipt, bank statement, or invoice. Don't worry you'll be able to add additional documents later." A large dashed rectangular box contains a black upload icon (a square with an upward-pointing arrow) and the text "Drag and drop files here or Browse to select files".

Note:

- You will have the opportunity to upload additional documents later in the process.
- The file must be a png, jpg, jpeg or PDF.

Reimbursements in EMA

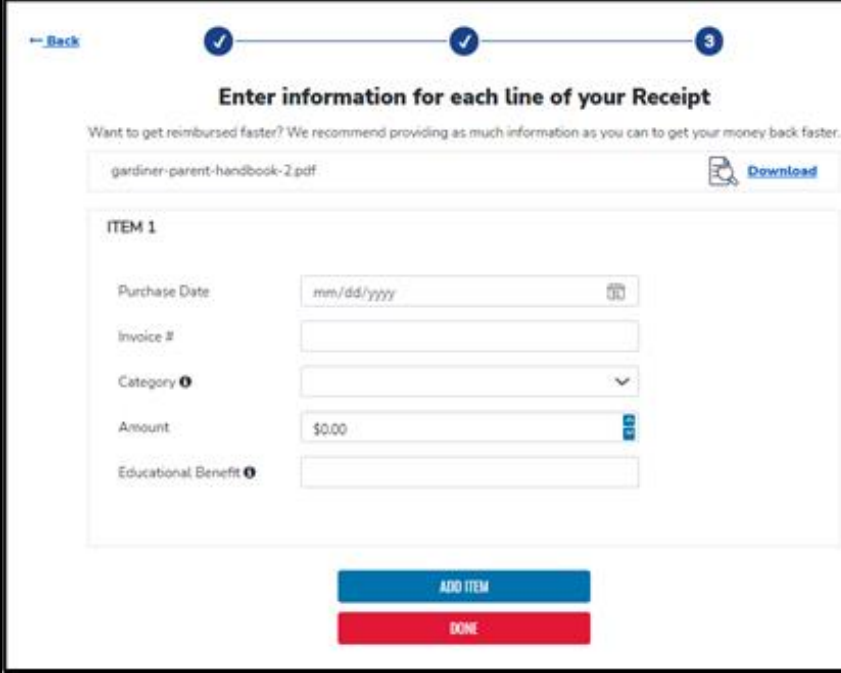


Select **CONTINUE** again

Select **Quick View** to review the document or receipt, as necessary, and then select **CONTINUE**

Reimbursements in EMA

Complete the required fields for each item. To add another item to the reimbursement request select **ADD ITEM**. When all items are added and fields are complete, select **DONE**.



The screenshot displays a web interface for entering receipt information. At the top, there is a progress bar with three steps, the third of which is active. A 'Back' link is visible on the left. The main heading is 'Enter information for each line of your Receipt'. Below this, a message states: 'Want to get reimbursed faster? We recommend providing as much information as you can to get your money back faster.' A text input field contains the filename 'gardiner-parent-handbook-2.pdf' and a 'Download' button with a document icon. The 'ITEM 1' section contains the following fields: 'Purchase Date' with a date picker showing 'mm/dd/yyyy', 'Invoice #' with an empty text box, 'Category' with a dropdown menu, 'Amount' with a text box showing '\$0.00' and a 'USD' currency selector, and 'Educational Benefit' with an empty text box. At the bottom of the form are two buttons: a blue 'ADD ITEM' button and a red 'DONE' button.

Note:

- Select **Download** to review the primary document or receipt uploaded to the reimbursement.
- Select **Back** to go back and make any edits necessary.

Reimbursements in EMA

Review your purchases [REDACTED]ley

Tablet-Boogieboard LCD	\$1.00
TOTAL	\$1.00

SUBMIT FOR APPROVAL

The review screen displays. Select **SUBMIT FOR APPROVAL** to complete the reimbursement request.

Reimbursements in EMA

▼	30 [REDACTED] ES-UA	09/19/2023	Barnes & Noble	N [REDACTED]	\$27.50	Submitted	Details	View
ID	CATEGORY	TYPE	DESCRIPTION	AMOUNT	STATUS			
30 [REDACTED]	Instructional Material	Books	Print	\$27.50	Submitted			

To check the status of a submitted reimbursement, simply click **REIMBURSEMENTS** again and you will be able to see that status of each reimbursement you have submitted.

Reimbursement Cards



What are reimbursement cards?



In an effort to streamline reimbursements to families for out-of-pocket educational expenses and eliminate the need for their personal banking information, Step Up For Students is providing reimbursement cards.



This provides families with a secure, re-loadable card. Think of it as a direct deposit from Step Up For Students straight to your card.

PLEASE NOTE: Reimbursement cards will not be used for ALL students until later this fall when they are moved to EMA.

Important Note

Once reimbursement funds are deposited on your reimbursement card, you may use the card for any personal expenses. The funds you used to purchase an educational expense are simply being returned to you on this reimbursement card.



What are the Benefits?



Freedom to Spend

The reloadable card allows families to receive reimbursement funds from Step Up For Students with the freedom to spend the funds at their discretion.



Easy Account Visibility

The card offers several ways for card holders to access reimbursement funds.



Just Like a Bank Card

Families can use the card just like a standard bank card to cover out-of-pocket expenses and transfer the funds through to a personal bank account.



Network of ATMs

Card holders can make a cash withdrawal from a network of ATMs, free of charge.



Your Reimbursement Card

- While creating your first reimbursement request, you will be asked to confirm your mailing address and the birth date of the primary parent/guardian on the account.
- The first card is provided free of charge to all families. Families with multiple children receiving an ESA scholarship through SUFS will **receive one card per family.**
- Please keep the card in a safe place. There is no cost for the first replacement card; subsequent replacement cards may be subject to a \$5 fee if within a 12-month time period.
- Lost or stolen cards should be reported directly to the managing bank, and its customer service team will support the scholarship families.



Reimbursement Q&A

Can I opt out of the reimbursement card option and get reimbursed directly to my bank account?

Answer: No, there is not an ability to opt out. All reimbursement funds will be deposited to the Reimbursement Card.

How long will it take to receive my reimbursement on the new reimbursement card? Won't this new card slow down the process?

Answer: The Reimbursement Card will take the same amount of time to process as before. There will not be an additional delay.



Reimbursement Q&A

- **Is the reimbursement card preloaded with my annual scholarship funds?**

Answer: Funds are NOT pre-loaded onto the Reimbursement Card. Approved reimbursement funds are the only funds to be deposited on your reimbursement card.

- **Are there fees associated with the reimbursement cards that we should know about?**

Answer: There are only a few fees associated with this card:

1. A \$2 per month fee after 12 months of inactivity
2. A fee for utilizing an ATM for withdrawal outside of the network
3. A fee if the card is lost or needs to be replaced more than once in a 12-month period

- **What does inactivity mean?**

Answer: Inactivity means the card has remained unused for 12 months while funds are on the card. If there's no balance, that's not considered inactivity, only if the card has a balance.



HOW TO FIND YOUR USERNAME OR RESET YOUR PASSWORDS

The image shows the login page for the Education Market Assistant (EMA) system. At the top, there is a logo featuring an owl wearing a graduation cap, with the text "EMA Education Market Assistant Welcome!". Below the logo are two input fields: "Username" and "Password". To the right of the "Username" field is a link labeled "Forgot Username?". To the right of the "Password" field is a link labeled "Forgot Password?". Below the password field is 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". Two red arrows point from text boxes on the right towards the "Forgot Username?" and "Forgot Password?" links respectively. The "Forgot Username?" link is highlighted with a blue border, and the "Forgot Password?" link is highlighted with a red border.

To retrieve your username, click the "Forgot Username?" link here

To reset your password, click the "Forgot Password?" link here

Handbooks, Guides & Resources, oh my!

Program Overview

- [Scholarship Overview](#)

New Handbook Link

- FTC/FES-EO (including PEP) [Parent/Guardian](#)

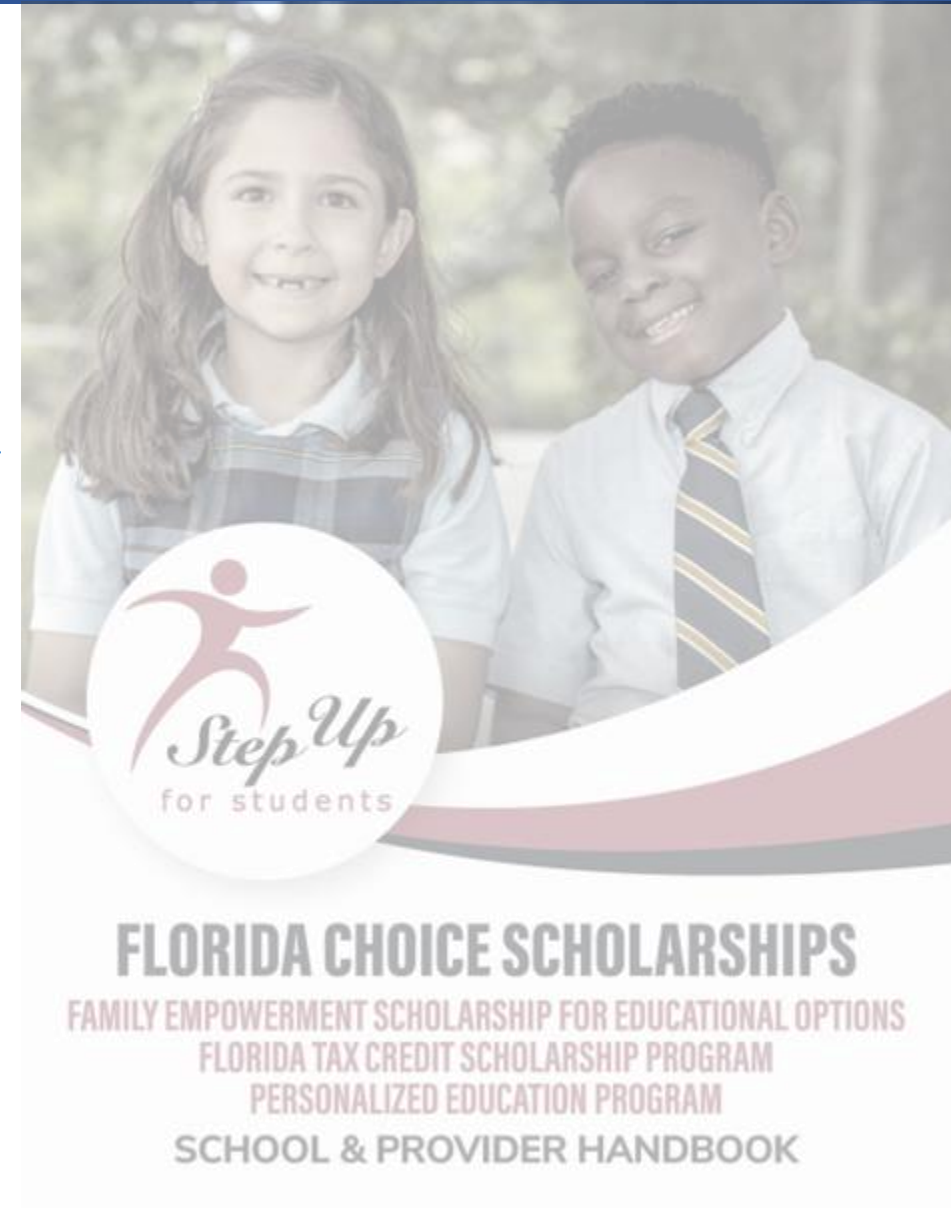
Purchasing Guide Link

- 2023-24 [Purchasing Guide](#)

Reimbursement Cards

(training to come...Nov. 9th)

- [Reimbursement Card: Myth vs Fact](#)





It's Q & A Time!



It's Q & A Time!

How do families see that they have paid their schools?

Parents can contact their student's school to confirm payment.

If dollars remain in the account after senior year of high school, can those dollars be used for college?

If your student graduates high school but still has funds remaining in their account, you may continue to spend scholarship funds, [on authorized uses of funds](#), that are in your account from prior years unless the account must be closed pursuant to Florida statute.

How can I find out which schools in my area accept the scholarship?

To locate schools in your area that accept our scholarship, you may use the “Find a School” tool which is located on our website in the upper right corner. The link will take you to Schoolahoop which is a service that helps you discover school option based on what’s important for your child.

Can I use my scholarship for FLVS courses?

Yes. After you have committed your tuition and fees to an eligible private school, you may use the remaining funds to purchase FLVS courses as a private paying student.

If the school does not participate in any scholarship programs, are there other ways to take advantage of them?

All FTC/FES-EO scholarship funds must go towards eligible private school tuition and fees before using the remaining funds on other approved expenses. FTC/FES-EO students will not be funded until they have enrolled in an eligible and participating private school.

It's Q & A Time!

How can I ensure my child meets next year's enrollment cutoff to receive the full scholarship amount?

When the application season for the 2024-2025 school year opens, please complete the renewal application process as soon as you receive our communication inviting you to renew your scholarship. Once you have done that, please share your award ID# with your preferred eligible private school.

I am still on a waiting list and would like to know when I will come off. According to a newspaper article, the state has allocated funds to ensure that everyone who needs coverage will receive it.

There is not a waitlist for FES-EO or FTC scholarships. All eligible students will be awarded and funded.

My daughter was awarded the FTC scholarship, and I also applied for the New Worlds Scholarship. I'm wondering when I'll hear back about the New Worlds Scholarship.

A student **may not** participate in more than one scholarship program at a time. Families who are awarded more than one scholarship must indicate to Step Up the scholarship that they intend to utilize for the school year and decline the scholarship that they will not utilize. A student may utilize only one scholarship. (p. 4 FTC/FES-EO Handbook)



Help Us Serve You Better...

**PLEASE COMPLETE
OUR SURVEY!**

JOIN US



**November Open House
Register Today**

November 9th, 2023

9 AM, 12 PM & 6 PM



**Frequently Asked
Questions & EMA Support**

Contact Us

Step Up For Students

 **877.735.7837**

Monday – Friday

8:00 AM – 6:30 PM ET



**Thank you
for attending
our webinar**

Upcoming Webinar

FTC/FES-EO

November 9th

See you next time!