



Personalized Education Program (PEP)

PEP Hybrid Eligible Private School FAQs for Schools

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.

What does this mean for an eligible private school that is not an approved PEP Hybrid school? Can schools not approved as a PEP Hybrid school offer courses to PEP students?

- Eligible private schools may still offer a la carte services to PEP families not participating in PEP Hybrid through the EMA Marketplace; however, the school may not provide hybrid learning to PEP students if they are not an approved PEP Hybrid school.

Do eligible private schools need to take any further action to be an approved PEP Hybrid school?

- Eligible private schools need to be approved by the FLDOE to offer hybrid learning to PEP students. Schools may not create service offerings until approved as a PEP Hybrid school by the FLDOE. Parents/guardians may not seek reimbursement for this service offering until the school is approved as a PEP Hybrid school.

Can PEP Hybrid schools enroll students through EMA?

- No, PEP Hybrid schools cannot set up tuition and fees and/or enroll any scholarship students in EMA.

How does a school apply to offer hybrid services for PEP students with Step Up For Students?

- Schools must apply through the FLDOE to offer hybrid learning. Interested schools may email the FLDOE School Choice office [here](#) for more information.

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

- PEP Hybrid schools are strictly for PEP students. For the 2024-25 school year, full-time enrollment in a PEP Hybrid eligible private school is not an authorized use 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: private schools may still charge part-time tuition to PEP and FES-UA students regardless of whether or not the school is listed as a PEP Hybrid school.

How are PEP students enrolled in a PEP Hybrid school?

- PEP Hybrid students should not be enrolled through EMA. The EMA Marketplace can be used for a PEP Hybrid school to receive payment directly from the student's scholarship account ("direct pay") once it is available OR the family may choose to seek reimbursement after paying for the service out-of-pocket. Please note: A student's Award ID may be used to validate the student's PEP status but is not necessary for either "direct pay" or reimbursement. Again, school enrollment in EMA is for full-time students only, not PEP Hybrid students.

If a school already has a school account in EMA, does the school also have to make a service provider account in EMA?

- No, the school should not set up a service provider account. If an approved PEP Hybrid school wants to be paid directly, the school will need to set up tuition and fees in the EMA Marketplace or a PEP family may pay out of pocket and submit a request for reimbursement.

How does a school get set up in EMA?

- If a school does not already have a school account in EMA, the school will receive a communication to the email address they provided to the FLDOE when applying for PEP Hybrid school approval. Please do not set up a provider account in EMA. Step Up For Students will help schools create a service offering (or they can self-serve) and make their program service offerings available in the EMA Marketplace for parents/guardians to select. This is how schools may receive direct payment from parents/guardians.

What is the service category that PEP Hybrid schools should select when creating the different service offerings for PEP Hybrid students?

- Step Up For Students is in the process of adding a new PEP Hybrid Eligible Private School category. Once available in the dropdown, this category should only be used for PEP Hybrid students. More information will be communicated this fall.

What is the difference between tuition for a PEP Hybrid school and part-time eligible private school tuition?

- A PEP Hybrid school is simply a legal distinction allowing PEP students to meet the state's school attendance requirements without being a full-time private school student.

PEP Hybrid schools have the same requirements to establish in Florida as traditional eligible private schools, except they are NOT required to meet with students regularly. Attendance is only required two days per week with the remaining instruction occurring at home. This service is currently ONLY available to PEP students.

Eligible private schools approved to enroll FES-UA or PEP students are allowed to unbundle their services and charge part-time tuition for any single class to any student on the FES-UA or PEP scholarships, regardless of whether the school is considered a PEP Hybrid school or not.

Part-time instruction does not have yearly, weekly, monthly, or daily attendance requirements. FES-UA and PEP students paying for part-time tuition at a school must meet the state's attendance requirements by other means.