Step Up For Students Scholarship Application Checklist

Required for all renewals applications (FTC/FES-EO and FES-UA)

☐ Proof of Florida residency (and spouse/partner, if applicable)
  - Valid Driver's License or
  - Recent Utility Bill (within the last two months)

☐ Social Security Number: You will also be asked to enter a social security number for yourself and your student.
  
  Note: FES applications require student social security numbers.

☐ Birth certificate for a student entering K and 1st grade: To upload this document, please use the "Documentation Type" upload field within the "Additional Information" portion of the "Student Information" section of the application.

Required for new FTC/FES-EO/Transportation applications

☐ Proof of Florida residency for primary (and spouse/partner, if applicable)
  - Preferred proof of residency
    - Valid Driver's License or
    - Recent Utility Bill (within the last two months)
  - Other proof of residency options
    - Health insurance, Medicaid, income documentation, court custody documents (with current Florida address listed), or residential lease listing household members

☐ Social Security Number: You will also be asked to enter a social security number for yourself and your student.
  
  Note: FES applications require student social security numbers. If you or your student do not have a social security number, leave this question blank. You will only be considered for FTC.

☐ Birth certificate for a student entering K and 1st grade: To upload this document, please use the "Documentation Type" upload field within the "Additional Information" portion of the "Student Information" section of the application.

☐ Proof of income for all members of the household over the age of 18
  - Pay stubs from the 30 consecutive days closest to when you submit your application
  - Any other sources of income such as unemployment benefits, social security benefits, or child support benefits
  - Non-priority status (above 400% of federal poverty level by household size): If you are above 400% income and do not want to include income documents, complete and upload the #1070NP - Non Income Priority form when asked to provide your income documents in EMA.
    
    Note: You must enter your accurate household income but need not provide any income verification documents. If you chose to complete and upload the #1070NP - Non Income Priority form, you agree to be in the non-priority status. Step Up For Students is obligated to award scholarships to students from income-priority households first. Open the form to view the income chart.

If you would like to apply as a Personalized Education Program (PEP) student . . .

Please apply first as a private school student (FTC/FES-EO). After a student is awarded, you will receive further information to request a scholarship category change to PEP.

Required for new FES-UA applications

☐ Proof of Florida residency
  - Valid Driver's License or
  - Recent Utility Bill (within the last two months)

☐ Birth certificate for a student aged 3 to 6: To upload this document, please use the "Documentation Type" upload field within the "Additional Information" portion of the "Student Information" section of the application.

☐ Social Security Numbers: You will also be asked to enter a social security number for yourself and your student.

☐ Diagnosis documentation: Click here to access a list of accepted Diagnosis Documentation in Appendix A and C of the FES-UA Parent Handbook.

  Note: Please remove all password protection from all files. Document size is limited to 5 Mb (only 5 documents per upload field). If your diagnosis documentation is too large, upload the pages that include the student’s name, diagnosis, physician, psychologist or an autonomous APRN’s information.