



ST. EDWARD
HIGH SCHOOL
SPONSORED BY THE BROTHERS OF HOLY CROSS

Dear Parents,

Ohio's EdChoice Scholarship request forms are due to St. Ed's by August 18, 2023. On the following page, you will find a printable PDF form. It's very important you follow these instructions carefully:

- The Department of Education requires the form to be **signed by hand** in pen (no typed or digital signatures).
- The PDF contains editable fields that allow the user to type directly on the file. However, once again, you must print the form after typing in order to add your **signature**.
- Users may print the PDF and fill out the entire form by hand.
- Once the form is complete and signed, please submit it to St. Ed's with these supporting documents:
 - A copy of the student's **birth certificate**.
 - A copy of a **recent utility bill** (electric, gas, sewer, or water). This bill should include both the service address and mailing address (The mailing address and the service address must match).
 - If parents are divorced/separated, a copy of their shared parenting plan must also be provided.
- Supporting documents must be submitted to St. Ed's separately. Please do not scan documents together as a single file.

These documents can be **emailed to edchoice@sehs.net** or mailed to:

St. Edward High School
Office of Admission
3500 Detroit Avenue
Lakewood Ohio 44107

We will confirm receipt of these documents within three business days.

Additionally, families must create an account through the Ohio Department of Education website and submit income documentation. For information about this last step, visit www.sehs.net/edchoicescholarship.

Please note: The Ohio Department of Education's income verification portal has been experiencing major technological issues with the large influx of applicants. Please be patient with the system. Once submitted, income verification takes 4-6 weeks to process.

Thank you for your prompt attention to this important process. Questions can be sent to edchoice@sehs.net.



EDCHOICE SCHOLARSHIP PROGRAM REQUEST FORM 2023-2024

INCOME	***ATTENTION: Income verification is required for New Expansion Scholarship applicants. Income verification is not required to apply for a Traditional EdChoice Scholarship. Families may qualify for low-income status if they choose to have their income verified for the Traditional EdChoice Scholarship. To complete the Income Verification process, parents may submit online using the secure Income Verification system or click here to complete and mail the paper form. Emailing documents is not permitted.
ADDRESS VERIFICATION	<p>***Proof of residency is required of all first year and renewal applicants and must be submitted to the school with the application.***</p> <p>Parents/Guardians must document residency by providing the school with a current (less than 90 days old) utility bill. The utility (electric, gas, water, sewer, cable/internet) bill must show matching service and mailing address in the name of the parent/guardian. Post office boxes (except in rural areas where residents only have a PO Box) and cell phone bills have no service address and therefore are not accepted.</p> <p><i>Other Acceptable Documents:</i> A monthly mortgage statement (less than 90 days old) or lease/rental agreement (signed by lessee and lessor) and a piece of current business mail (examples: pay stub, bank statement, insurance statement, car payment statement, etc) with parent/guardian's name and address.</p> <p>***Additional information can be found on the scholarship webpage.***</p>

2023-2024 EDCHOICE PARENT AGREEMENT

I _____ AGREE TO THE FOLLOWING:
 (Parent Name)

- The information provided in this application is true and correct.
- I have supplied the chartered nonpublic school with a certified copy of the student's birth certificate, copies of all custody/guardianship documentation for the student, and proof of my address.
- I have submitted only one EdChoice application for this student.
- The scholarship amount shall only be applied to the tuition of the enrolling school, and I may be required to pay other fees and costs as prescribed by the policies of the school.
- I will sign all scholarship checks received by the private school for my student in a timely manner. I understand that if I fail to endorse the scholarship checks to the school, I will be responsible for paying the student's tuition.
- If I transfer my scholarship to another participating chartered nonpublic school, I will notify the school of my intent to withdraw and I will return to the original school to sign any remaining checks.
- I will apply for any and all financial aid or tuition discounts and adjustments made regularly available to the students attending the school in which the student is accepted for enrollment.
- I will abide by the Ohio Department of Education (ODE) dispute resolution process outlined in Ohio Administrative Code Section 3301-11-14.
- If I am not a low-income parent or did not complete the income verification process, I will be responsible for paying any difference between the scholarship amount and the tuition of the chartered nonpublic school.
- I must inform ODE and the chartered nonpublic school of any change in the student's residential address or custody status.
- I will not be able to renew my child's scholarship if: 1) my family moves to another public school district unless my child would be assigned to an EdChoice designated public school in the new district (applicable only to students who were initially awarded a scholarship based on an EdChoice designated building); 2) my child does not complete all required assessments; 3) my child has more than 20 unexcused absences for the school year; or 4) I fail to complete the renewal process. If my child received an EdChoice Expansion scholarship, I must maintain Ohio residency.
- I have received and understand the policy handbook of the chartered nonpublic school and will abide by its provisions.
- I understand that if my child's scholarship has been awarded in error, it will be terminated immediately, and I would then be responsible for paying the tuition if I decide to keep my child at the private school.

I designate _____ to submit an application on my behalf for the Scholarship Program
 (Name of Private School)

through the Ohio Department of Education's electronic application system. By signing below, I agree to the above statements.

 Signature of Parent/Legal Guardian signing the tuition check

 Date Signed

Return to the private school with student's birth certificate and a current utility bill showing matching service and mailing addresses.