

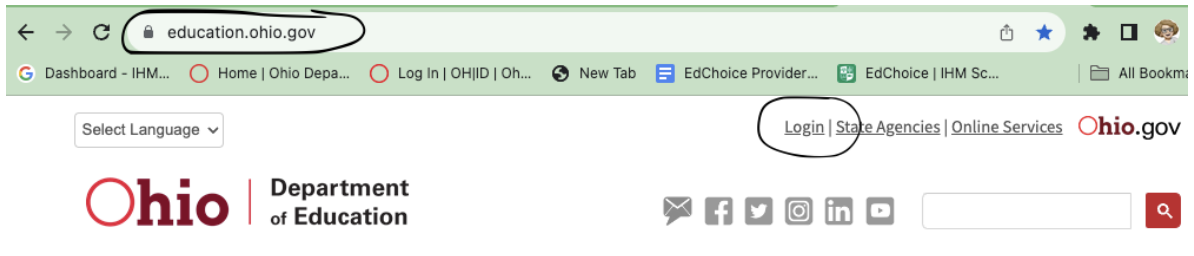


## 2023 - 2024 EDCHOICE SCHOLARSHIP FREQUENTLY ASKED QUESTIONS 2.0 - OCT 2023

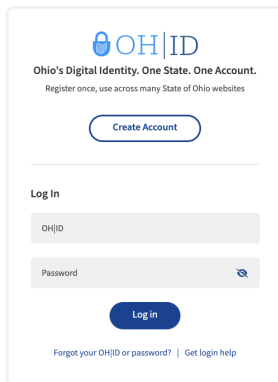
### **HOW DO I CHECK ON THE STATUS OF MY EDCHOICE APPLICATION?**

You can always check the status of your request(s) by logging into the ODE website - <https://education.ohio.gov> (login at top right of page) - and entering the Scholarship App Parent Portal. You have 24/7 access to the ODE Scholarship App and the Income Verification App. Here are some screenshots:

1. Log into your account at [education.ohio.gov](https://education.ohio.gov)



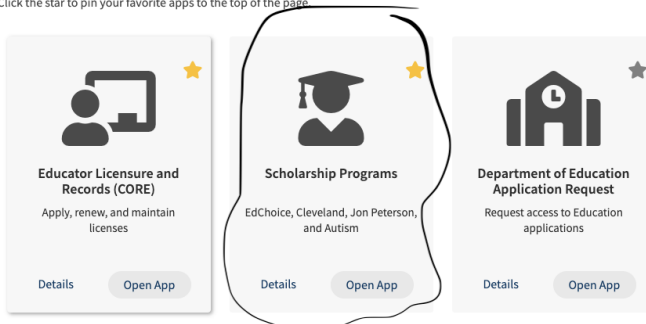
2. Continue the login process here:



3. Select the Scholarship App. (Note: Your selection of apps may look different)

### My Apps

Click the star to pin your favorite apps to the top of the page



4. In the Scholarship App under “Student Details” and “View” you will find Tabs that include
  - Status:
  - Flags:
  - Dashboard, under which you can or will be able to see Billing Cycle, Invoice Details, and Award Amount once your application moves into “accepted” status.

How much of this information you see will depend on the status of your EdChoice request.

### **MONITORING EMAIL**

Please monitor your email regarding EdChoice carefully. You should have received a confirmation from Lisa Massello ([lmassello@ihmgradeschool.org](mailto:lmassello@ihmgradeschool.org)) that your request form application and documentation was successfully uploaded and submitted. You should also receive an email from ODE stating that your Income Verification was submitted, after you complete that step. A second email from ODE comes after they have completed their initial verification of your income. If a correction is needed on *income verification*, ODE will email you directly. If a correction is needed on the *application*, ODE emails Lisa and she will email you what she needs!

### **WHAT DO ALL OF THESE “STATUSES” MEAN?**

A normal progression would be: Submitted, Under Review, Eligible, Awarded, and Accepted.

### **MY APPLICATION SEEMS TO BE TAKING A LONG TIME...**

It was reported that the ODE was receiving 900-1000 EdChoice Expansion requests daily. There is quite a backlog of requests. As of 10/12/23, one of the three groups of reviewers had reached requests submitted by 9/1/23.

Also, to ensure accuracy and minimize fraud, three different approval processes have to occur:

1. Each student is assigned their own Statewide Student Identifier number (SSID). This is different from the Student App ID which is assigned as soon as an application is submitted.
2. This is a verification process. The data IHM entered from your EdChoice request form, birth certificate, and proof of residency are reviewed and approved by a different team at ODE.
3. Your Income Verification and supporting documents are reviewed and a determination of your % Federal Poverty level is made.

There comes a point when all three of these merge and an award is made.

### **WAS MY INCOME VERIFICATION SUBMISSION SUCCESSFUL?**

When you click submit after completing the income verification information and uploading your income document(s), you should see the word “submitted” on your income verification screen. You should also receive an automated email from ODE within minutes. If you do not receive an email confirming your IV submission, please check your spam or junk folder. If you have more

than one email address, check the others, too. You should also receive an automated email when the review of your Income Verification begins at the ODE.

### **WHAT IF I STILL HAVEN'T SUBMITTED MY INCOME VERIFICATION?**

If you have not completed your income verification, you need to do so ASAP

[The ODE Quick Guide to Income Verification](#) is your starting point:

<https://www.ihmgradeschool.org/sites/default/files/editor/EdChoice%20Quick-Guide-Income-Verification-Portal.pdf>

Also, please reference the following:

#### **"Income Verification Submittal" video tutorial from ODE -**

[https://www.youtube.com/watch?app=desktop&v=4XiFre19K20&ab\\_channel=OhioDepartmentofEducationServer](https://www.youtube.com/watch?app=desktop&v=4XiFre19K20&ab_channel=OhioDepartmentofEducationServer)

#### **"Helpful Tips" for Income Verification from the ODE:**

<https://education.ohio.gov/getattachment/Topics/Other-Resources/Scholarships/DRAFT-Scholarships/EdChoice-Scholarships/EdChoice-Resources/EdChoice-Income-Verification-Helpful-Tips.pdf.aspx?lang=en-US>

ODE updated their website on 9/22/23 and several of the links included in your confirmation email from Lisa Massello no longer work. All ODE links on the IHM Resource EdChoice page work as of 10/13/23.

If the technology is not working for you, complete the hard copy IV form and mail it to ODE.

Here is the link:

<https://education.ohio.gov/getattachment/Topics/Other-Resources/Scholarships/EdChoice-Scholarship/EdChoice-Resources/SCHOLARSHIP-PROGRAM-INCOME-VERIFICATION-2023.pdf.aspx?lang=en-US>

### **WHAT IF MY CHILD'S APPLICATION IS STUCK IN "UNDER REVIEW"?**

We learned a lot from working closely with parents. There are two glitches in the EdChoice Expansion system of which ODE is aware. One problem seems to occur with siblings. Sometimes one child will be awarded a scholarship and the other sibling(s) do not. Should you notice this, email Lisa Massello at [lmassello@ihmgradeschool.com](mailto:lmassello@ihmgradeschool.com). Lisa will work with our ODE/EdChoice consultant to remedy this situation. Also, note that ODE is working to correct this glitch.

The other problem occurs if you as a parent entered any data differently in Income Verification than what you put on the request form or what IHM/Lisa Massello entered into the system based on your request form (e.g., middle initials, email addresses, who the primary parent/guardian is, etc). Sometimes this results in a linking problem. This is harder to identify. Lisa continues to monitor the status of all applications. If she sees that all three review processes are complete

and your application is “under review” for more than a week, she will bring this to the attention of IHM’s consultant.

### **WHAT CAN I EXPECT AFTER MY CHILD’S SCHOLARSHIP IS “AWARDED”?**

Once your child’s scholarship has been awarded, ODE generates an award letter and acceptance form. It takes approximately 10-14 days for that mailing to reach your home. Sign and date the **acceptance form** and send it to IHM (school or rectory) attn: Jeff Andrea or email [jandrea@ihmcfo.org](mailto:jandrea@ihmcfo.org)

**NOTE: Only the primary parent/guardian listed on the application can sign the EdChoice Scholarship acceptance form.** If you do not remember who you put as the primary parent/guardian, please check your EdChoice application request form or login to the Scholarship App.

### **WHEN WILL SCHOLARSHIP CHECKS BEGIN TO ARRIVE?**

IHM first has to enter the attendance information for each child whose parents/guardians have accepted the scholarship. For the majority of families, scholarship dollars will begin in November or December.

### **HOW MUCH TUITION WILL I OWE AND WILL I GET A REFUND?**

You will not be charged any more tuition than you were billed during February’s re-enrollment for 2023-2024. We are diligently working to distribute various scholarships, financial aid and EdChoice awards to maximize funding for our school families across the board. As soon as we receive your signed Acceptance Form, then we can finalize your “scholarship package” and issue you a revised tuition statement. These will be generated in the order in which the acceptance forms are received. This statement will include your total parent commitment due after factoring in all scholarships and regular tuition payments already made. Around that time you should begin to see change notifications via email that your FACTS balances/charges/credits were adjusted. If a reimbursement is due, you can expect to receive those funds within 90 days of IHM receiving your acceptance form. We must have an acceptance form on file for those that have applied for EdChoice.

### **DO I HAVE TO GO THROUGH ALL OF THIS AGAIN NEXT SCHOOL YEAR (24-25)?**

We are told that the renewal process is MUCH easier. The good news is that you do not have to complete Income Verification again, unless you choose to do so. Families **whose income drops this year** may choose to submit their Income Verification in hopes that their EdChoice scholarship will increase for next year. You can expect renewals to begin around February 2024.

### **THANK YOU!**

Thank you for partnering with us in this process. We are happy to report that we have approximately 90% participation! That means over 278 students and their families are receiving a state scholarship of some kind! We greatly appreciate your patience and willingness to go above and beyond to support our IHM School community while helping us to reduce your tuition bill! As we move forward together, IHM will continue to provide a large investment in Catholic

education while keeping our Catholic identity and small classroom sizes. It is our goal to do this while keeping your tuition commitment as low as possible each year!