

# Nonpublic School Agreement

Updates for the 2025–2026 School Year



# Helpful Hints for Zoom

Zoom has closed captioning available

## Asking Questions

- Use the Q & A to ask your questions (chat is disabled)
- Email [NPS@ncseaa.edu](mailto:NPS@ncseaa.edu) to ask questions about an individual student

## Answering Questions

- Presentation team will answer questions from the Q & A at the end of the webinar
- Only questions related to this session's content will be addressed live

*Slides will be posted at <https://k12.ncseaa.edu/school-admins/resources/> and a *recording* of this session will be posted there within a week.*



# Agenda

## 01 General Overview

What is the Nonpublic School Agreement?

## 02 Testing

The student testing and reporting requirement for 2024–2025 and beyond.

## 03 School Certification and Endorsement

Verifying information and reporting discrepancies.

## 04 Non-Compliance

Determination of ineligibility and the return of funds.

## 05 Third-Party Admins

Who are they and can they have access to MyPortal?

## 06 Q & A

Live Q & A session to follow the presentation.

# The Nonpublic School Agreement

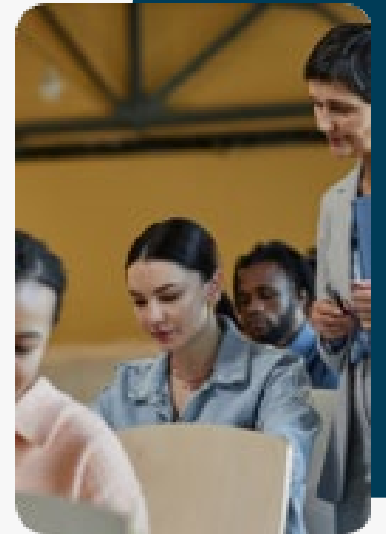
What is it?





# About the Agreement

- The Nonpublic School Agreement outlines the rules and requirements Direct Payment Schools are expected to follow.
- All Direct Payment Schools must sign the Nonpublic School Agreement to be able to receive payment from the K12 Programs.
- The Agreement must be signed annually via DocuSign by your school's Highest Decision-Making Authority (HDMA).
- The deadline for current Direct Payment Schools to sign the Agreement is **7/15/2025**.
- New schools in the process of registering with SEAA are required to sign the Agreement by **6/30/2025**.





# Testing and Test Score Reporting

Updates for 2024–2025 and beyond





# Who needs to be tested?

All K12 Program Scholarship recipients in grades 3–12

Beginning with the 2024–2025 school year:

- Students in eleventh grade are required to take the ACT – more guidance [here](#).
- Students in grades 3–10 and 12 may be administered a test of the school's choosing, so long as that test is nationally standardized and meets SEAA's requirements.

<https://k12.ncseaa.edu/school-admins/annual-requirements/testing-and-reporting/>







# What do we submit?

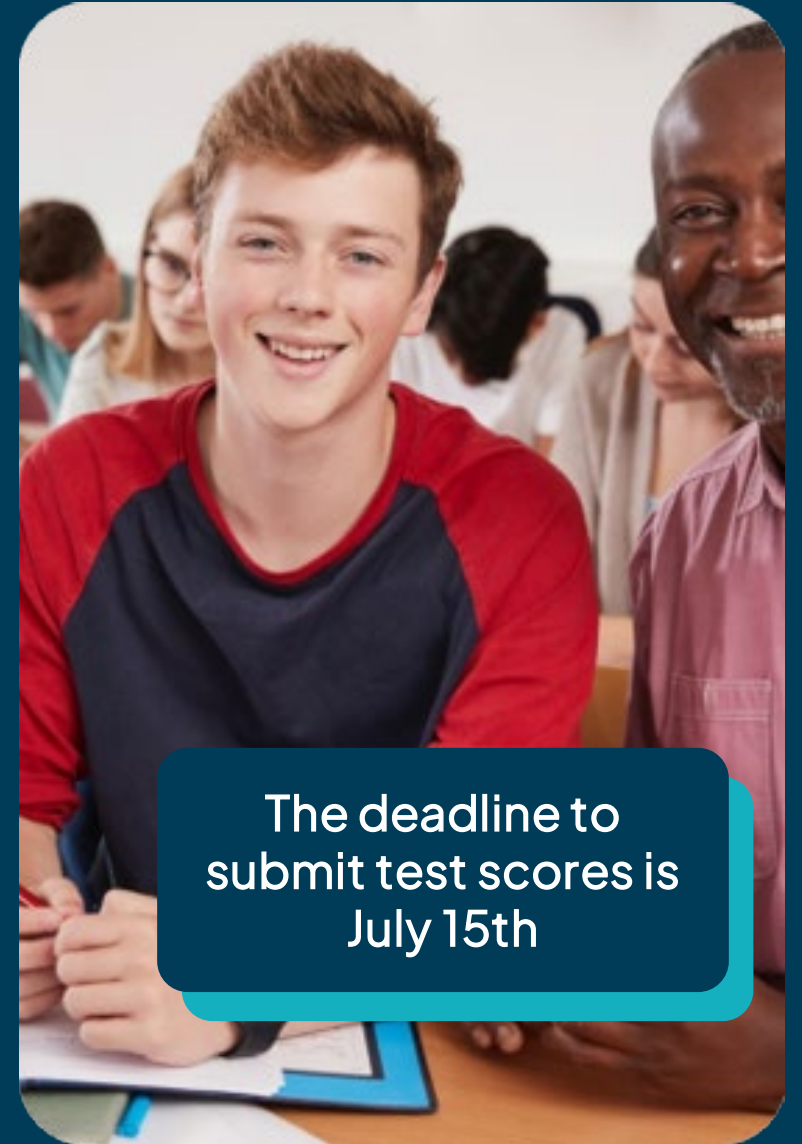
## Individual Student Scores

- Test score results for all scholarship recipients in grades 3–12
- Submit the original score results provided by the testing company

## Aggregate Report

- An aggregate report must also be submitted if the school has more than 25 scholarship recipients in 11<sup>th</sup> grade

<https://k12.ncseaa.edu/school-admins/annual-requirements/testing-and-reporting/>



The deadline to  
submit test scores is  
July 15th





# How do schools submit test scores?

Test scores are to be submitted to SEAA's Test Score Portal by July 15<sup>th</sup>

## Coming soon!

SEAA's Test Score Portal is being updated for the 2024–2025 school year.

Updates should provide schools with a better experience when submitting test scores.

We will release more information on accessing the new portal later in the spring.





# Certification and Endorsement

Verifying Student Information



# Certification

During Certification, schools confirm student enrollment and cost of attendance information to SEAA.

- Schools may not report an amount in excess of the tuition and fees charged for the student to SEAA.
- Schools should not certify cost of attendance for a student if the student is not enrolled in the school.
- Tuition and fees must align with the Tuition and Fee Schedule submitted to SEAA.



# Endorsement

During Endorsement, schools confirm that the cost of attendance reported during Certification is correct and that the student is actively attending classes.

- Schools should carefully review the tuition amounts they have certified prior to completing Endorsement.
- By completing Endorsement, schools confirm that all information reported for the student is true and accurate.



# Discrepancies

The school agrees to notify SEAA if they see incorrect information reported for a student – including information reported by the parent.

- Sometimes parents provide incorrect information that affects student eligibility. This could include information pertaining to age, grade level, North Carolina residency, household income, or other factors.
- If you see information pertaining to the student you know to be untrue, report this to SEAA immediately.





# Discrepancies

The school agrees to notify SEAA if they see incorrect information reported for a student – including information reported by the parent.

- During Endorsement, if you notice an error in the cost of attendance reported for a student, go back to your Offered and Certified roster to make corrections.
- Discrepancies between the cost of attendance endorsed for a student and your school's Tuition and Fee Schedule may result in you being required to return funds to SEAA.





# Non-Compliance

Determination of ineligibility and  
the return of funds





# Determination of Non-Compliance

If SEAA determines that a school is not compliant with any of the K12 Program Requirements, the school will be deemed ineligible to receive further funds from the K12 Programs.

If determined to be non-compliant:

- The school will be removed from participation with the K12 Programs.
- The school will be expected to notify parents of eligible students that the school is no longer able to receive Program funds.
- The school may be required to return all or a portion of Program funds to SEAA. This will depend upon at what point during the semester the school is deemed ineligible.

# Determination of Non-Compliance

Reimbursement of funds may be retroactive.

SEAA takes these determinations seriously. We attempt to work with schools to resolve compliance issues before they reach the level of non-compliance. Cooperation and responsiveness on the part of the school can help avoid a determination of non-compliance.

If a school fails to fully cooperate with SEAA in its efforts to determine whether the school is failing to meet Program requirements or failing to make progress towards compliance, the school may be subject to the return of Program funds during the period SEAA determines the school was not compliant.



# Third-Party Administrators

Who are they and can they have  
access to MyPortal?





# Who is a Third-Party Administrator?

Some schools may opt to partner with a third-party consulting or management firm to assist in the administration of the K12 Programs.

- A third-party administrator is usually someone hired on a contract basis, or someone who is not directly an employee of your school.
- To be able to share sensitive student and funding information with someone who is not an official school employee, there are certain requirements schools must follow.



## Can a Third-Party Admin have MyPortal Access?

Yes. However, the school is required to report third-party admins to SEAA and to have written agreements in place with the third party.

- Schools who contract with a third party who needs MyPortal access should email [NPS@ncseaa.edu](mailto:NPS@ncseaa.edu) to request access.
- The school's HDMA will need to fill out a copy of the [MyPortal Credential Request Form](#) for an Admin User and return this to the NPS team.
- The school must confirm in the email request that they have entered into a **written agreement** with the third party regarding data protection and confidentiality standards.



# School responsibilities regarding Third Parties

The school shall be responsible for any misconduct, errors, or omissions made by the Third Party in the administration of K12 Program funds.

- Enter into a written agreement with the Third-Party Administrator that requires compliance with data protection and confidentiality standards in accordance with the Family Educational Rights and Privacy Act (FERPA) and any state and federal privacy laws.
- Ensure that the Third-Party Administrator participates in any mandatory training on Program requirements administered by SEAA.

# Questions?

Live Q & A





# Contact Us

 <https://k12.ncseaa.edu/>

 [NPS@ncseaa.edu](mailto:NPS@ncseaa.edu)

 919-695-8742

\*NPS phone and email are for school use only and should not be shared with parents.

