



# NORTH CAROLINA K12 SCHOLARSHIP PROGRAMS

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**Financial Review:**  
Information for School Administrators

# Financial Review Basics

***Required of:***

Schools which receive funds on behalf of 70 or more students in either semester of a school year

***Prepared by:***

A certified public accountant (CPA) licensed in North Carolina

***Due:***

Within 120 days (4 months) of the end of the nonpublic school's fiscal year

***Format:***

Electronic submission to MyPortal

# The 70 Student Threshold

**Add up the number of students from both K12 Programs combined for whom you have received funds.**

**If a student is a dual recipient, the student only counts once.**

## **Example:**

50 students funded by Opportunity Scholarship  
+ 23 students funded by ESA+  
=73 enrolled students = **FINANCIAL REVIEW REQUIRED**

# A School Year vs A Fiscal Year

Reporting requirements are triggered by the count of students enrolled in either semester of the ***school*** year.

The amounts reported in the financial statements are based on the school's ***fiscal*** year.

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The Certified Public Accountant (CPA)  
and  
Generally Accepted Accounting Principles (GAAP)

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# Selecting a CPA

- The CPA must be qualified to conduct Financial Reviews in the state of North Carolina.
- **RECOMMENDATION:** Request a copy of the CPA's latest peer review to ensure that the CPA is qualified and in good standing with the North Carolina Board of CPAs.
- **RECOMMENDATION:** Provide the CPA with a copy of SEAA's Financial Review policies.
- Click [here](#) to access a lookup tool of CPAs certified by the North Carolina State Board of CPA Examiners. While SEAA cannot recommend a particular CPA, schools can use this tool to locate a board-certified CPA in their area.

**The Financial Review is required by North Carolina law to be performed “consistent with generally accepted accounting principles” and should therefore include the following:**

- Statement of Assets, Liabilities and Net Assets (categorized by current vs. long term)
- Statement of Revenues, Expenses and Changes in Net Assets
- Statement of Cash Flows  
*A statement of cash flows is always required, even if the school operates on a cash basis for accounting purposes*
- Notes to financial statement

# Program Funds Received

Indicate the total amount of money your school received from SEAA in Opportunity Scholarship and ESA+ funds for the school year at issue.

- Funds received must be listed by program (Opportunity / ESA+).
- These amounts must be compatible to SEAA's records. Discrepancies must be reconcilable.
- This disclosure can be on the face of the Financial Statements or in the notes.



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# Deadlines

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# Submitting the Financial Review



**The Financial Review is due to SEAA 120 days (4 months) after the school's fiscal year end.**

- Submit electronically, via an upload to MyPortal.
- Notify SEAA of delays no later than 5 days prior to the Financial Review deadline.
- Schools which do not submit the Financial Review timely are out of compliance with the K12 Programs.
  - Funding may be suspended
  - Continued participation in the K12 Programs may be at risk

# CONTACT US



[www.ncseaa.edu/k12/school-administrators/](http://www.ncseaa.edu/k12/school-administrators/)



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