

This policy provides guidance to schools regarding how they report discounts or other financial aid offered to students participating in the Opportunity Scholarship Program and/or the Education Student Accounts (ESA+) Program (collectively, the “K12 Programs”), when reporting their costs during Certification. Further, this guidance clarifies SEAA requirements regarding reimbursement to parents, and revising financial contracts in the case of late scholarship award offers.

During Certification, a school must certify a student’s tuition cost by providing the Standard Cost and the Individual Cost for each student.

- Standard Cost = Published cost for the typical student at that grade level.
- Individual Cost = Individual cost for the specific scholarship recipient. The school must apply (i.e. subtract) any applicable school discounts such as sibling discount or other school aid (institutional aid) to the Standard Cost to determine the Individual Cost.

The Individual Cost should be the cost to the parent after discounts or other aid are applied.

Although the Individual Cost may be the same as the Standard Cost, the Individual Cost will never be more than the Standard Cost.

- Note that the school must also report the Individual Cost as divided per semester. The Fall Cost and the Spring Cost will add up to the Individual Cost (an annual cost).

Reimbursement to Parents

Reimbursement of scholarship funds by the school directly to parents is not permitted, except in specific circumstances as directed by SEAA. Schools should not charge parents tuition and/or fees covered by a scholarship received by a student under the K12 Programs in advance of direct disbursement to the school.

SEAA may, at its sole discretion, permit the reimbursement of scholarship funds directly to parents in situations where scholarship awards are offered after the normal awarding period of March and April. In these cases, where schools have reasonably already accepted parental payment of tuition, SEAA may permit reimbursement to the parent. If SEAA grants written consent to a School to reimburse funds to a parent, the School can apply the scholarship funds to the student account and then reimburse the parent for the tuition costs that are now covered by the scholarship.

Adjusting Institutional Aid

Schools may have their own institutional aid to offer to parents. Schools should calculate this aid prior to Certification such that the aid that will be offered is subtracted from the Standard Cost. The Individual Cost should be the cost to the parent after discounts or institutional aid are applied.

Schools establish and implement their own institutional aid policies. SEAA strongly encourages parents to carefully review the terms and conditions outlined in their contractual agreements with



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the school to fully understand the specific institutional aid offerings and how they may be affected by the receipt of other scholarships. In particular, parents should be aware of how these offerings may be impacted by the receipt of a K12 scholarship, especially in cases where the contractual agreement with the school is in effect prior to the award of the K12 scholarships. SEAA further strongly encourages schools to ensure that contracts are written transparently in terms of how any future scholarship funds will be treated.