

# Louisiana Believes

## Scholarship schools should use this guide to determine if a Scholarship student who was newly awarded to their school received a Scholarship in the prior school year.

#### How do I log-in to LEADs?

Log-in to the LEADS website with your credentials: https://leads3.doe.louisiana.gov/PTL

## Once I've logged into LEADS, how do I access SEE?

Select SEE- Scholarships for Educ. Excellence from the menu. The SEE portal will open in a new window.

<b>©LEADS</b>				E506121
Louisiana Educational Accoun	tability Data System			LOGOFF
LEADS APPLICATION PORTAL		User Guides	Annual Financial Report	▼ View
At SEE - Scholarships for Educ. Excellence	At SCS - School Choice System		ADDITIONAL LINKS	

## Once I've logged into SEE, how do I find a student's record?

- 1. Select "Student" from the top row
- 2. Select "View" from the second row

ØA	SCHOLARSHIPS FOR EDUCATIONAL EXCELLENCE	Ciose   Restart
Participating School	Student Report	
Apply Update View	7 Enroll	

SEARCH BY:	BSSY	2015 🔻
Last 4 Digit	s of SSN	
First or Last Name		
	Gra	ade 🔻
	Clear	Submit

#### How do I know if a student was awarded a Scholarship in the prior year?

If a student was awarded a Scholarship in the prior school year the SEE Award Last Year field will show 'Y' to indicate Yes.

articipating School Student Report			
oply Update View Enroll			
Displaying names starting with "allen". SEARCH BY: BSSY 2015 ▼ Last 4 Digits of SSN	Beginning School Session Year: Processing Round: Student's Name: School Awarded:		Student's SSN: Grade: THIRD Application Type: Rollover
st or Last Name allen Grade 🔽	Birth Date: Ethnicity:		
Clear Submit		7/9/2015 3/21/2013 Y	SEE Award Code: L00 Awarded Guaranteed Site via Lottery Eligibility Code: Eligible Last Updated On: 1/8/2015 By: cwerpy
*End of Student List*	School Attended Last Year: Student's School District: Special Education Flag: Entry Date:	036 Orleans Pari N Exit Date:	



# Louisiana Scholarship Program Accessing Main Round Award Results

If an application has been entered for the student, the information will auto-populate. If an applicant was deemed eligible in the Main Round, their eligibility status will already be marked on the third page of the application.

®At_	SCHOLARSHIPS FOR EDUCATIONAL EXCELLENCE	Ciose   Restart
Participating School	Student Report	
Apply Update \	/iew Enroll	

Is the student eligible under the income requirement?: Is the student a resident of Louisiana?: Is the student entering grades K - 12?: ♥ Yes ♥ Yes ♥ No Eligibility Status: Eligible