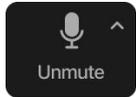


School Choice Program for Students with Certain Exceptionalities 2024-2025 School Application Webinar

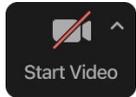


January 30, 2024

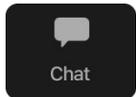
Zoom Meeting Preparation



- Please make sure your phone or computer is muted to minimize background noise.
 - To do this, hover over the bottom left-hand side of your screen and click “Mute.”



- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
 - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”



- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOEcommunications@la.gov.



Agenda

- Application Timeline
- Application
- Application Process
- Submitting Your Application
- Demand Reports
- Helpful Links
- Questions





Application Timeline

2024-2025 Application Timeline

STEP	DATE
Parent Application Webinar	January 31, 2024
SCP Online Application Opens	February 5, 2024
SCP Online Application Closes	March 8, 2024
Deadline for Families to submit all Documentation to Schools	March 15, 2024
Last day for schools to upload verified demand report on FTP	March 22, 2024
SCP Award Notification Letters to Families	April 29, 2024
Send Final Roster to SCP Schools for Review	April 29, 2024
Final Day to Submit Upload Final SCP Roster to FTP	May 31, 2024
SCP Summer Transfer Window Opens	June 10, 2024
SCP Summer Transfer window Closes	July 19, 2024



2024-2025 Application Timeline

The 2024-25 School Choice Scholarship application opens on February 5, 2024.

1. Access the online application available on the LDOE website, found [here](#).
 - a. The link will not be active until **February 5, 2024**.
2. All online applications must be completed by **March 8, 2024**.
3. Submit all eligibility documents **to the first choice school** by **March 15, 2024**. (*New applicants only*)
4. Schools will have until **March 22, 2024** to upload a verified demand report on the FTP.
5. 2024-2025 award notifications from LDOE will be sent to families by **April 29, 2024**.

***Failure to meet these deadlines will result in the application being marked incomplete and/or the removal of the Scholarship award.**





Application

Application

- The 2024-25 School Choice Program application will open on **February 5, 2024.**
 - The application will be available online using Jotform
 - Families will be able to access the application using an online link that will be published on the LDOE website.
 - An email will be sent to participating schools with a link to the online application.
- Schools will receive weekly demand reports via the FTP with a list of students that have selected their school as their first choice via the FTP.
 - **Please note:** Students listed on your demand report are not guaranteed to be awarded to your school.



Application

- **Both new and returning students must complete an application yearly to be considered for a scholarship award.**
 - **NEW Student**: student who is not currently participating in the School Choice Program
 - Families applying for a Scholarship for a student not currently enrolled as a SCP student in grades K-12, **MUST** confirm their eligibility
- All applications must be submitted by **March 8, 2024**.
 - Families must submit all eligibility documents to their first choice school by **March 15, 2024** for new students.
 - Families will be required to submit copies of the IEP or district-created service plan along with proof of residency during the completion of the application.
 - Continuing students **are not required** to provide eligibility documentation.





Application Process

Application Process

Applying for the School Choice Program is a two-step process.

Step 1 is completion of the online application using the LDOE website.

Step 2 is submission of the eligibility documentation to the first choice Scholarship school.



Application Process

The Louisiana Department of Education will attempt to place as many applicants as possible in their preferred school choice.

- Not all applying students are eligible.
- Demand for some schools and/or grades is greater than availability.
- State funding determines final number of awards made.



Submitting Your Application: Eligibility Check

Certain Students with Exceptionalities Student Application

If you encounter any issues while completing this application, please contact the Office of School Choice at studentscholarships@la.gov for assistance.

Step 1: Eligibility Check

Does the student have an Individual Education Plan (IEP) or district provided services plan? *

- Yes
 No

Is the student eligible to attend any Louisiana public school, grades Kindergarten through 12th? *

- Yes
 No

Please indicate which of the following exceptionalities the student has been evaluated by a local school and determined to have: *

- | | |
|--------------------------------------------------|-------------------------------------------------------|
| <input checked="" type="checkbox"/> Autism | <input type="checkbox"/> Developmental Delay |
| <input type="checkbox"/> Emotional Disturbance | <input type="checkbox"/> Mental Disability |
| <input type="checkbox"/> Other Health Impairment | <input type="checkbox"/> Specific Learning Disability |
| <input type="checkbox"/> Traumatic Brain Injury | <input type="checkbox"/> None of the above |

Check Eligibility

- To begin the application process parent's must answer questions to verify the following:
 - a. The student has a current IEP or district provided services plan
 - b. The student is eligible to attend any Louisiana public school in grades K-12
 - c. Parents must indicate the student's exceptionalities



Submitting Your Application: Eligibility Check

- If a student does not meet the eligibility criteria, then families will receive the following message:

Sorry, this student is not eligible to participate in this program.

Applicants must have an IEP or district provided service plan, must be eligible to attend any Louisiana public school, and must have at least one of the listed exceptionalities to qualify.



Submitting Your Application: Student Information

Student's Name *

First Name Middle Name Last Name Suffix

Please enter Student's Social Security Number (no dashes) *

Student's Date of Birth *

Date

Student's Gender *

Male

Female

What grade is your child entering for the 2024-2025 School Year? *

Does the student currently participate in the School Choice Program for the 2023-2024 school year? *

Yes

No

- Once parent's have verified the student's eligibility, they will then be asked to enter the student's information.
- This information includes name, date of birth, grade level, previous participation in the SCP program, gender, etc.



Submitting Your Application: School Choices

Do you wish to stay at your current school for the 2024-2025 School year? *

- Yes - Continue at current school
- No - Apply to a new/different school

Please select up to three (3) participating schools below that you would like your student to attend, in order of preference. This rank order will be used to match your student with a school that has seats available. You should only select schools that you are interested in having your child attend. Your child may be assigned to any of the schools selected.**There is no guarantee that you will receive a match.** *

	School
First Choice	<input type="text"/>
Second Choice	<input type="text"/>
Third Choice	<input type="text"/>

- Continuing students will be asked if they'd like to remain at their current SCP School.
 - ***Please Note:*** *New applicants will not see this question.*
- This page of the application will ask parents to select their requested school for the 2024-25 school year from a dropdown list of participating schools.
- Families will be able select up to 3 school choices.



Submitting Your Application: Residency

Student's Physical Address (no P.O. Boxes) *

Street Address

Street Address Line 2

City State

Zip Code

Parent/Guardian Full Name *

First Name Middle Name Last Name Suffix

Relationship to Student *

Mailing Address *

Street Address

- Families will then be asked to provide their physical address.
- Also, this page will collect the parent/guardian information.

Please note: Documentation must be in the parent and/or guardian's name and must match the student's address listed on the application.



New Students - Required Documentation

New Participants - Required Supporting Documentation

Families applying for **NEW** students must provide the following eligibility documents to your **first choice scholarship school by March 15, 2024**:

1. Copy of student's current Individualized Education Program (IEP) or district-provided service plan
2. One proof of residency documentation. Acceptable documents to verify residency include one of the following:
 - Rental agreement or mortgage statement
 - Landline telephone bill
 - Cable or internet service bill
 - Sewerage or water bill
 - Electricity or gas bill
 - A current property tax notice
 - Official Letter from a Government Agency such as the Department of Children and Family Services (DCFS) or Department of Health and Hospitals (DHH)

Please note: Documentation must be in the parent and/or guardian's name and must match the student's address listed on the application.

Continuing students do NOT need to provide eligibility documentation.

Back

Next

- New participants to the program will be asked to provide a copy of their IEP or district created service plan.
- New participants will also be asked to provide at least one proof of residency document.
- All proofs of residency must be current and should match with the student's address listed in this application. The person named on this proof of residency must be the parent or responsible adult of the student.
- **All documentation must be submitted to the first choice school.**

***PLEASE NOTE:** Current school choice program participants completing the application will not see this screen.



Submitting Your Application: Additional Student Information

Step 3: Additional Student Information
For Reporting Purposes Only

Does the student have a sibling that currently participates in the School Choice Program? *

Yes
 No

Please enter each sibling's information.

	Sibling First Name	Sibling Last Name	Date of Birth	Please select their current SCP school.
1.				
2.				
3.				
4.				
5.				
6.				

Is the student a twin or a multiple birth sibling? *

Yes
 No

Race *

American Indian/Alaskan Native Hawaiian/Pacific Islander
 White Asian
 Black/African American

- Families will then be asked about to enter sibling information for each applicant.
- This section will also asked additional information about the student.

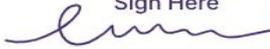


Submitting Your Application: Signature Page

Step 4: Submission

I agree that the information I have provided is truthful, and certify that I am the legal guardian of the applying student and am authorized to make application on his or her behalf. *

Sign Here 



Clear

Back

Submit

- At the end of the application, parents will be asked to sign the application.



Submitting Your Application: Confirmation

Thank You!

Your application has been received.

Families applying for NEW students must provide the following eligibility documents to your first choice school by March 15, 2024:

1. A copy of the student's current Individualized Education Program (IEP) or district-provided service plan
2. One proof of residency documentation. Acceptable documents to verify residency include one of the following:
 - Rental agreement or mortgage statement
 - Landline telephone bill
 - Cable or internet service bill
 - Sewerage or water bill
 - Electricity or gas bill
 - A current property tax notice
 - Official Letter from a Government Agency such as the Department of Children and Family Services (DCFS) or Department of Health and Hospitals (DHH)

Please note: Documentation must be in the parent and/or guardian's name and must match the student's address listed on the application.

Continuing Students are not required to provide eligibility documentation.

- Once the application has successfully been submitted, families will receive a Thank You message.
- A confirmation email will also be sent to the email address provided on the application.
- This message will also outline all the required forms of eligibility documentation needed for new students

****If families have any questions or need assistance, they should contact the Office of School Choice at studentscholarships@la.gov for assistance.***





Demand Reports

Demand Reports

- Demand reports will be provided at the end of each week during the application cycle to each school.
 - The report lists students who have applied and listed your school as their first choice.
 - Review demand reports provided by the LDOE throughout the application period.
- Demand Reports will be placed weekly in your school folder on the FTP.
 - The folder will be labeled “**2024-25 SCP**”
 - You can access the FTP using this [link](#).

****The demand report does not guarantee that you will be awarded these students once the lottery process is complete.***



Demand Reports

- Schools will need to verify that the student information (SSN, DOB, grade level, etc) are correct.
 - If corrections are needed, please update this information on the form.
- Schools are required to collect eligibility documentation for new students and review it for eligibility.**
- All documentation must be kept on file at the school.
- Column P (red arrow)** in the demand report will be used to indicate student eligibility.



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
Submission Date	First Name	Last Name	Please enter Student's Social Security Number (no dashes)	Student's Date of Birth	Student's Gender	What grade is your child entering for the 2024-2025 School Year?	Does the student currently participate in the School Choice Program for the 2023-2024 school year?	Please select the student's current SCP school.	Please select up to three (3) participating schools below th... >> First Choice >> School	Parent/Guardian Full Name (First Name)	Parent/Guardian Full Name (Last Name)	Parent/Guardian Email Address	Parent/Guardian Home Phone	Parent/Guardian Alternate Phone	Eligible
1/26/2024	Mickey	Mouse	111002222	1/1/2024	M	4th	Yes	Disneyland Academy							Returning SCP student
1/26/2024	Donald	Duck	222001111	1/1/2024	M	5th	No		ABC Academy						Yes
1/26/2024	Minnie	Mouse	999001111	1/1/2024	F	5th	Yes	Disneyland Academy	ABC Academy						Returning SCP student
1/26/2024	Daisy	Duck	888771111	1/1/2024	F	8th	No		ABC Academy						No



Demand Reports

Families applying for **NEW students** must provide the following eligibility documents to your first choice scholarship school by **March 15, 2024**:

- Copy of student's **current** Individualized Education Program (IEP) or district-provided service plan
- **One** proof of residency documentation. Acceptable documents to verify residency include one of the following:
 - Rental agreement or mortgage statement
 - Landline telephone bill
 - Cable or internet service bill
 - Sewerage or water bill
 - Electricity or gas bill
 - A current property tax notice
 - Official Letter from a Government Agency such as the Department of Children and Family Services (DCFS) or Department of Health and Hospitals (DHH)

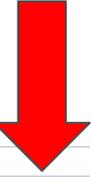
Please note: Documentation must be in the parent and/or guardian's name and must match the student's address listed on the application.

Continuing students do NOT need to provide eligibility documentation



Demand Reports

- Schools will have a dropdown in **Column P (red arrow)** with 3 options to select from :
 - Yes** (for students who are eligible)
 - No** (for students who are ineligible)
 - Returning SCP student** (for students currently in SCP)
- Column H (green box)**-indicates if a student is currently participating in the SCP program for the 2023-2024 school year. For students that have “Yes” in column H, select the “Returning SCP student” option.



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
Submission Date	First Name	Last Name	Please enter Student's Social Security Number (no dashes)	Student's Date of Birth	Student's Gender	What grade your child entering for the 2024-2025 School Year	Does the student currently participate in the School Choice Program for the 2023-2024 school year?	Please select the student's current SCP school.	Please select up to three (3) participating schools below th... >> First Choice >> School	Parent/Guardian Full Name (First Name)	Parent/Guardian Full Name (Last Name)	Parent/Guardian Email Address	Parent/Guardian Home Phone	Parent/Guardian Alternate Phone	Eligible
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1/26/2024	Donald	Duck	222001111	1/1/2024	M	5th	No		ABC Academy						Yes
1/26/2024	Minnie	Mouse	999001111	1/1/2024	F	5th	Yes	Disneyland Academy	ABC Academy						Returning SCP student
1/26/2024	Daisy	Duck	888771111	1/1/2024	F	8th	No		ABC Academy						No



Demand Reports

- Families must submit all eligibility documents **to the first choice school** by **March 15, 2024**. (*New applicants only*)
- Once a school has completed the demand report, they should upload the completed report to the FTP.
 - Completed reports should be saved as “Verified_Report Name” and placed in the “2024-25 SCP” folder.
- Schools will have until **March 22, 2024** to upload the final verified demand report on the FTP.

If you have any questions or issues with your demand report, please contact our office at studentscholarships@la.gov for assistance.





Helpful Links

Helpful Links

- [SCP Application Guide 2024-2025](#)
- [2024-2025 School Choice Program Application](#)
(active on February 5, 2024)
- [SCP Family Participation Guide](#)
- [SCP School Participation Guide](#)
- [School Choice Program for Students with Exceptionalities webpage](#)



Questions





Thank You For Joining Today's Call!

For questions about the scholarship program
please send an email to:

School Choice Program for Students with
Exceptionalities Program

studentscholarships@la.gov

