



**After an Award:**

**What are the next steps?**



# PARENTS

## AWARD OFFER

- Respond to Award Offer in MyPortal before deadline
- Select school of choice in MyPortal by August 1
- Email Program if student changes school after August 1
- Check MyPortal weekly for Action Items on the To Do List

# SCHOOLS

## • CERTIFICATION

- Certification opens in early August
- Certification is once per year (unless a student transfers to a new school during the year)
- Schools confirm student enrollment and provide cost information

• *After Certification*

## • **AWARD CALCULATION**

A student's award is calculated based on the school's reported tuition costs and the program award amount

## • ENDORSEMENT

- Review / confirm award amount
- Endorse
- *After* school endorsement the parent endorses

## •ENDORSEMENT

- Review the school's costs and the award amount
- Endorse the amount of money being paid to the school
- Funds are disbursed to the school 1-2 weeks after the parent endorses

# K12 Program

Award Funds are disbursed to the school twice:  
at the beginning of the fall semester, and again  
for the spring semester (always 1-2 weeks after  
parent endorsement)

- **SCHOOL**

- **Certification**
- **School** confirms student enrollment and provides cost information

- **K-12 Program**

- **Award calculation**
- **K-12 Program** calculates student Award amount

- **SCHOOL / PARENT**

- **Endorsement**
- **School/Parent** confirms amount for disbursement of funds to school

- **K-12 Program**

- **Disbursement**
- **K-12 Program** transfers funds to school 1 to 2 weeks after Endorsement by parent