Continuing Eligibility

North Carolina’s ESA+ Scholarship Program
Helpful Hints for Zoom

*Slides are already posted at [https://www.ncseaa.edu/esa-family-trainings/](https://www.ncseaa.edu/esa-family-trainings/) and a recording of this session will be posted there within a week.*

Note that Zoom has **closed captioning** available.

**Asking Questions**
- Use the Q & A to ask your questions (chat is disabled)
- Email [ESA@ncseaa.edu](mailto:ESA@ncseaa.edu) to ask questions about an individual student

**Answering Questions**
- Presentation team will answer questions from the Q & A at certain points
- Only questions related to this session’s content will be addressed live
1. Requirement in NC law
2. Resource to Help
3. Calculating the 3 Years
4. 2 Options
5. Exceptions to the Options
6. Process & Timeline
Continuing Eligibility Requirement
State law requires the North Carolina State Education Assistance Authority (NCSEAA) to confirm a student’s *continuing eligibility* for the ESA+ Program at least every three years.
How do we complete the Continuing Eligibility requirement?

• Return to the public school for a re-evaluation via the IEP team process

OR

• Have a psychologist or psychiatrist sign the Continuing Eligibility Form*

* There are students who can't use this option.
What is this exactly? Who needs it?

Continuing Eligibility is the process of updating the documentation of a disability to confirm a student continues to be eligible for the ESA+ Scholarship.

Current students (new or renewal) in ESA+ need to meet this requirement every three years.

The deadline is January 1.
When do we need Continuing Eligibility?

Does your student need to update the documentation of a disability?

1. Find your student’s current Eligibility Determination Form. For a description of the form, see our website. On the last page of the form there should be a list of people who attended the meeting, their signatures, and the date.

2. Find the date of the meeting in the “Date” column and add three to the year.

3. If the meeting date was 2020: \(2020 + 3 = 2023\)

**TIP:** If your student’s Eligibility Determination meeting date is 2020...

*Updated documentation is due January 1, 2024. Start now.*
Continuing Eligibility: *delays in payment*?

If your student’s documentation of a disability is due to be updated by January 1, 2024, and you have not submitted it in MyPortal by then …

- Your school will not be paid for spring 2024.
- No spring deposit will be made to ClassWallet.
- You can’t use any existing funds in ClassWallet.
- Student’s renewal status for 24-25 will be *ineligible*.

Reach out to ESA+ Program staff ASAP regarding your timeline if you are worried about a delay past January 1.
ECAC is a resource for North Carolina families!

1. Who is ECAC?
2. Can you describe a high-level overview of reaching out to the public school for an updated evaluation?

https://www.ecac-parentcenter.org/

Phone:
1-800-962-6817
Two Options
### Is the public-school process required?

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
</table>

**An Eligibility Determination issued by a North Carolina Public School is the only acceptable documentation of a disability for new students**

Required in order to **update the area of disability** (which could result in a different award level)

Required to update if student’s **only area of disability is Developmental Delay**

**The Continuing Eligibility Form is ..**

An option for students who are already in the ESA+ Scholarship Program (except for the two exceptions described on this slide)

Not an option for students whose only area of disability is Developmental Delay or for students whose parents want to update the student’s area of disability for ESA+
Four sections labeled with roman numerals I-IV

All sections with YES selected

List of IEP team members present with meeting date in the year 2020 or later.
<table>
<thead>
<tr>
<th>Accepted Documentation</th>
<th>Not Accepted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility Determination issued from the North Carolina Public School IEP process</td>
<td>Other IEP documentation: prior written notice, annual goals, progress reports</td>
</tr>
<tr>
<td>Eligibility Determination issued by a Department of Defense School located in North</td>
<td>• 504 Plans</td>
</tr>
<tr>
<td>Carolina</td>
<td>• Student Aptitude Tests</td>
</tr>
<tr>
<td></td>
<td>• Student Achievement Tests</td>
</tr>
<tr>
<td>Issued within the last 3 years</td>
<td>• Letter from a doctor or other medical professional</td>
</tr>
<tr>
<td></td>
<td>• Private psychological assessment</td>
</tr>
</tbody>
</table>
Most students who are updating their evaluation in order to remain eligible for ESA+ (every 3 years) have the option to use this form.

This form can’t be used:

- if a student’s only area of disability is Developmental Delay
- if the parent needs to document that an area of disability has changed
Developmental Delay
Developmental Delay

- Students with Developmental Delay as the only area of disability must be re-evaluated by a North Carolina public school.

- Parents can request an evaluation without re-enrolling back in public school.

- Start process in fall of re-evaluation year.
What if my child’s area of eligibility has changed?
Updating the Area of Disability

- Contact your local public school and request a re-evaluation.
- A full IEP is not required. Seek an updated Eligibility Determination.
Process and Timeline
1. Parent pursues public school re-evaluation process or psychologist/psychiatrist process

**AND THEN**

2. After October 1 each year parents whose students need to update will see a link on MyPortal to submit the updated documentation of a disability which is due by January 1

**OR**

3. Parent emails ESA+ to ask for a link to upload document *(wait until you have the document in hand)*

Note that ESA+ can only update the award level to the higher amount at certain points in the scholarship cycle.
How to Upload a Document to MyPortal

2. Look for the To Do list.
3. Look for the task with the link: “Continuing Eligibility Information”.
4. Submit the document as **ONE** Word or PDF file.

**Tip:** Don’t email your document. Staff will only have to ask you to upload to MyPortal.
Continuing Eligibility Resources

https://www.ncseaa.edu/k12/esa/documentation-of-a-disability/

Renewing Families

To remain eligible to participate in the ESA+ program, families must provide a re-evaluation of their student’s disability every three years.

Remember: all this information is on the ESA+ website!
Need Help?

https://www.ecac-parentcenter.org/

Phone:
1-800-962-6817
2023 Training for ESA+ Families

https://www.ncseaa.edu/esa-family-trainings/

Enrollment Options, Updating the Area of Disability, ESA+ Reimbursement Schools, Purchasing Curriculum, Planning for Summer Expenses, Continuing Eligibility, and more …

View recordings at your convenience.

ncseaa.edu

ESA@ncseaa.edu

1-855-330-3955
Monday-Thursday: 8am-6pm
Friday: 8am-5pm