Continuing Eligibility

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

**Slides** will be 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 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
Agenda

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
Why do we need Continuing Eligibility?

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.
Who needs Continuing Eligibility?

Continuing Eligibility is the process of updating the documentation of a disability. Current students in ESA+ need to meet this requirement every three years.
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 2021: \(2021 + 3 = 2024\)

**TIP:** If your student’s Eligibility Determination meeting date is 2021...

Start the process to update in the fall of 2024!
Need Help?

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

Phone:
800-962-6817
Is the public-school process required?

**YES**

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** (in order to change the award level)

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

**NO**

*The Continuing Eligibility Form is ..*

An option for students who are already in the ESA+ Scholarship Program (except for the two scenarios below)

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+
More About the 2 Options
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 2022 or later.
## Public School Eligibility Determination

<table>
<thead>
<tr>
<th>Accepted Documentation</th>
<th>Not Accepted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility Determination issued from the <strong>North Carolina Public School IEP</strong> process</td>
<td>Other IEP documentation: <em>prior written notice, annual goals, progress reports</em></td>
</tr>
<tr>
<td>Issued within the <strong>last 3 years</strong></td>
<td>• 504 Plans</td>
</tr>
<tr>
<td></td>
<td>• Student Aptitude Tests</td>
</tr>
<tr>
<td>Eligibility Determination issued by a <strong>Department of Defense School</strong> located in North Carolina</td>
<td>• Student Achievement Tests</td>
</tr>
<tr>
<td></td>
<td>• Letter from a doctor or other medical professional</td>
</tr>
<tr>
<td></td>
<td>• Private psychological assessment</td>
</tr>
</tbody>
</table>
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
• 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.

<table>
<thead>
<tr>
<th>Student:</th>
<th>Student UID #:</th>
<th>DOB:</th>
</tr>
</thead>
<tbody>
<tr>
<td>School:</td>
<td>Grade:</td>
<td>Age:</td>
</tr>
</tbody>
</table>
Process and Timeline
1. Parent pursues public school re-evaluation process or psychologist/psychiatrist process

If parent is submitting off cycle ... once the document is in hand ...

2. Parent emails ESA+ to ask for a link to upload document

Note that ESA+ can only update the award level to the higher amount at certain points in the scholarship cycle.
Continuing Eligibility: *delays in payment?*

If your student’s documentation of a disability is due to be updated by January 1, 2025, and you have not submitted it in MyPortal by then ...

- Your school will not be paid.
- No deposits will be made to ClassWallet.
- You can’t use any existing funds in ClassWallet.
- Student’s renewal status will be *ineligible*.

Reach out to ESA+ Program staff ASAP regarding your timeline if you expect a delay past January 1.
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

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!
ESA+ Parent Reminders

- Check MyPortal once a week
- ESA+ is not a reimbursement program (very few exceptions)
- ESA+ is not for students enrolled full-time in their regular school or a charter school
- Notify ESA+ immediately if enrollment changes
- Know your student’s Continuing Eligibility date (and deadline to update award level)
CONTACT US

ncseaa.edu

ESA@ncseaa.edu

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

ESA+ Family Trainings
https://www.ncseaa.edu/esa-family-trainings/

View recordings at your convenience.