Ohio | Department of Education

Payment Process and Schedule

Please distribute this information to your schools financial or fiscal staff

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- Scholarships are disbursed with three payments each year: fall, winter, and spring payments.

- Each payment represents a percentage of the tuition amount or the maximum scholarship amount, whichever is less. Fall payment is 40%, winter payment is 40%, and spring payment is 20%.

- With each payment there will be multiple "batches" processed, depending on how quickly your school enters the required data (e.g., attendance) into the on-line system (i.e.; first date of attendance, monthly attendance.) When schools fail to enter required student data into the on-line system in a timely manner, they will experience delays in receiving their scholarship checks.

- *The information entered by your school into the student's record of the on-line system is extracted to create the scholarship checks. Therefore, it is imperative that the information entered into the student's application is accurate. If there is an error entering the student information, please notify us of the error so we can correct it before the checks are issued.*

- Scholarship payments are based on the school's tuition rate minus any discounts (e.g., multi-child, financial aid, other scholarships, etc.) the student receives.

- Maximum scholarship amounts are $4,250 for grades K-8 and $5,000 for grades 9-12.

- As required by law, scholarship payments are made payable to both the parent/guardian and the school. You MUST obtain the parent/guardian's signature.

Please contact Bev Russell should you have any questions at 877-644-6338 or e-mail to: bev.russell@education.ohio.gov