

EdChoice Scholarship Program

Tuition Information Sheet

1. The tuition amount that should be entered in the tuition box through the online system should be the **full annual tuition amount that you are charging the student** *after* all applicable financial aid and discounts have been applied.
2. The EdChoice system does not calculate financial aid or tuition discounts. So, for example, if your full tuition amount is \$4,000 and you are giving a student a \$500 discount, then you should enter \$3,500 in the tuition box. You should also describe the aid or discount in the tuition discount box. [Note: The tuition discount box is informational only; it is used to describe the discounts being applied.]
3. If you are giving a student multiple discounts, add up the total of all of the discounts and subtract them from the full tuition amount. Enter the discounted tuition amount owed after all deductions are completed.
4. If the full annual tuition amount is higher than the maximum EdChoice scholarship amount (currently \$4,250 for K-8 and \$5,000 for 9-12), **you still need to enter the full annual tuition amount that you are charging the student** (*after* all applicable deductions have been applied) in the tuition box.
5. Parents who qualify for low income priority cannot be charged any tuition difference. Parents who do not qualify for low income priority (either because their income is too high or because they did not provide the income verification company with needed income information) are responsible for any tuition difference. Such families must be given the option to provide volunteer services in lieu of cash payments.
6. If you accept a transfer student at any time during the school year, **you should still enter your full annual tuition amount (*minus any deductions*) in the tuition box.** The system is set up to calculate the amount of tuition you are due based on the length of time the student will be at your school. DO NOT attempt to prorate the tuition amount. For example, if you think that a student who starts at your school in January will owe you about \$2,000 and your full tuition amount is \$4,000, then enter \$4,000 in the tuition box. If you enter \$2,000 in the box, you will get a smaller percentage of that \$2,000.
7. If you enter incorrect tuition amounts for your students, you can correct the tuition up until the first payment. If you discover the error after a payment has been made, please notify EdChoice immediately. Once the first payment has been made, only EdChoice staff members can correct the tuition amount in the online system. Once the tuition amount is corrected, future tuition check amounts will adjust.