

## **Post-Secondary Enrollment Option (PSEO) Program for Homeschool Students (Pursuant to Ohio Revised Code 3365.022 and Administrative Code 3301-44)**

### **Process for Applying to Receive State Funding**

Step 1: Student gets accepted by college into its post-secondary enrollment options (PSEO) program but does not have to officially enroll in specific course(s). Acceptance can be contingent on funding.

Step 2: Student completes “Notification of Intent to Participate” and returns it to the Ohio Department of Education (ODE) by April 1<sup>st</sup>. This can happen even if student has not yet been accepted by a college.

Step 3: Student applies to ODE for funding. **Due to limited funds, students may not receive funding or may not receive funding for all credit hours requested.**

Steps for applying:

1. Student/parent completes application form.
2. Student/parent attaches current year letter from district superintendent excusing the student from compulsory attendance for the purpose of home education pursuant to Ohio Administrative Code 3301-34 or has superintendent sign the application.
3. Student/parent gets representative of college to sign application and attaches acceptance letter (or gets college to stamp the application).
4. Student/parent mails completed application, with proper supporting documentation attached, to ODE by **June 15<sup>th</sup>**.

Step 4: ODE reviews applications for completeness and supporting documents then enters information into database. **Applications with missing information or supporting documents cannot be processed.**

Step 5: ODE processes applications pursuant to Ohio Administrative Code section 3301-44-09 after the June 15<sup>th</sup> application deadline. Funds will be awarded in units not to exceed 4 credit hours. The process is as follows:

1. All students in grade 12 will be awarded 1 unit.
2. If funding is still available, all students in grade 11 will be awarded 1 unit.
3. If funding is still available, all students in grade 10 will be awarded 1 unit.
4. If funding is still available, all students in grade 9 will be awarded 1 unit.
5. Whenever there are insufficient funds to award all students in a grade level with a unit, ODE will conduct a lottery for that grade level to award the remaining funds.
6. Should funds remain after completing Steps 1-4 the process will be repeated, awarding students with additional units.

Step 6: ODE sends “Award Letter” to the student/parent and the college by **July 20<sup>th</sup>** indicating the number of credit hours awarded.

Step 7: Student takes "Award Letter" to college and enrolls in nonsectarian course(s). College can decide if it wants to enroll student for more credit hours than awarded but it will only get paid for the amount awarded.

Step 8: Student completes the college course(s).

Step 9: College notifies ODE of courses completed. (This is done by college submitting the Form 140B.)

Step 10: ODE pays college the lessor of the credit hours earned or credit hours awarded.