



## **2023-24 School Year – PEP Frequently Asked Questions**

### **What is a PEP scholarship?**

Personalized Education Program or "PEP" scholarships are for eligible Florida students not primarily enrolled full-time in public or private school. PEP scholarship funds must be used by the parent/guardian to procure the services necessary to educate their student. The parent/guardian must annually submit a sworn compliance statement affirming that funds will be used only for authorized purposes serving the student's educational needs and that they are responsible for all excess expenses, they must submit an annual student learning plan to the SFO, and they must require the student to take a nationally norm-referenced test and provide the results to the SFO.

### **What are the Agreed-Upon Purchasing Guidelines?**

Florida state law requires Scholarship Funding Organizations (SFOs) to prepare [Agreed-Upon Purchasing Guidelines](#) for authorized uses of scholarship funds and to update the guidelines at least annually. The guidelines are intended to be general in nature and to assist student's families to remain in compliance when requesting scholarship disbursements. They are not intended to provide detailed instructions or to prescribe any particular educational programs.

### **What educational products and services are reimbursable?**

Please review the [Agreed-Upon Purchasing Guidelines](#) for the categories of educational products and services that are reimbursable. All reimbursement requests must be properly supported and requested via AAA's Scholarship Management Platform. Here is a [helpful guide on how to request a reimbursement](#).

### **How often are reimbursement requests processed and paid?**

Generally, payment requests that have been submitted and approved by Friday of each week will receive payment by Friday of the next week.

### **Can the PEP Scholarship cover therapy services for the student?**

No, therapy services are not an authorized use of PEP scholarship funds.

### **Can the PEP Scholarship be used for Florida Virtual School ("FLVS")?**

Yes, however, you will have to notify them that your student is using a PEP scholarship. FLVS has a VERY specific procedure for families to follow for PEP so it's important that your student

is correctly classified. If a student is enrolled in FLVS as a public-school student, the student will be considered a public-school student and will be ineligible for PEP. Please contact FLVS directly if you have questions and find more information about that under Enrollment Information on their website here: <https://www.flvs.net/student-parent-resources/family-support/school-choice-scholarships>

### **Can the PEP Scholarship be used for online programs and virtual providers?**

Yes, however, the online program or provider must be approved by the Florida Department of Education. Here is a link to their [list of approved program and course providers](#).

### **Can the PEP Scholarship be used for Florida Prepaid College or Florida 529 Savings Plan?**

No, Florida Prepaid College and 529 Savings Plans are not authorized uses of PEP scholarship funds.

### **What are some examples of field trips that are reimbursable?**

Examples include admission for the PEP student only for in-state zoos, science or art centers, museums, plays, orchestras, musicals, etc.

### **What are some examples of products or services that are disallowed?**

- Live animals
- Food or housing for live animals
- Gas or electric powered gardening tools
- In-ground or above-ground swimming pools
- Blades or knives or items with blades or knives
- Theme park admissions or annual passes
- Therapies or medical devices
- Family memberships to gyms, YMCAs, or other facilities
- Pool tables
- Household items, including kitchen appliances and cookware
- Household furniture (chairs, lamps, pictures, beds, etc.) or fixtures
- Outdoor equipment (playground, basketball equipment, etc.)
- Gaming consoles (Xbox, PlayStation, Nintendo, Nintendo switch, etc.)
- Mileage or fuel for transportation
- Meals
- Chemicals (epoxy, glues, commercial paint, Acids, etc.)
- Out of state field trips
- Overnight lodging
- Vehicles, including but not limited to two-, three-, and four-wheeled vehicles
- Teaching manuals, teacher's edition with the annotated student text and copies of supplementary materials (print or digital) with answer keys, worksheets, tests, diagrams, etc. and professional development which may include training, workshops, and consulting services.
- Board games that: 1) were not specifically designed to provide instructional content and student learning activities for assisting in the instruction of a subject or course and/or 2) are not required supplemental materials for an approved curriculum for the student
- Expenses incurred before the school year during which the student's PEP account was established
- Private sale and/or cash purchases

**Do all ages of PEP students need to take a norm-referenced test and provide the results to their SFO in order to renew?**

Yes, all ages and grades must take an approved norm-referenced test and submit the results to their chosen SFO along with their renewal application.

**What are the approved norm-referenced tests?**

According to the FL DOE’s website: ”Parents of PEP students may choose from the same list of assessments that are approved for other scholarship students attending participating private schools. The list of approved norm-referenced tests is available at <https://www.fldoe.org/schools/school-choice/k-12-scholarship-programs/ftc/annual-assessment-requirement.stml>. Alternatively, parents may arrange with their school district to have their student take Florida’s statewide assessments given to public school students.”

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If you have any questions or would like more information, please go to the [Contact Us page of our website](#) and let us know or leave us a message at 888-707-2465 and we will call you back.