



March 8, 2011

Dear Current K-12th Families on the Florida Tax Credit Scholarship,

If you and your family receive tuition assistance through the Florida Tax Credit Scholarship, it is now time to renew your scholarship application. Please note that participation in the FTC scholarship program is not automatic. **YOU MUST REAPPLY FOR THIS SCHOLARSHIP EVERY YEAR.** If you do not apply in time, you may lose your scholarship since there are several thousand new families trying to get this scholarship for their children. There are only limited funds, so don't miss out!!!

To receive funding for the start of the 2011-2012 school year, please complete your application between: **MARCH 1st - APRIL 30th.**

STEPS TO RENEWAL:

1. First, review the following income chart to see if your family is eligible for renewal

100% Scholarship for Renewal Applicants	
Number of People in Household	Total Gross Monthly Household Income for Renewal Applicants
2	\$2,452 per month
3	\$3,088 per month
4	\$3,725 per month
5	\$4,362 per month
For each additional member, add \$637	

75% Scholarship for Renewal Applicants		
Number of People in Household	From	To
2	\$2,453 per month	\$2,636 per month
3	\$3,089 per month	\$3,320 per month
4	\$3,726 per month	\$4,004 per month
5	\$4,363 per month	\$4,689 per month
For each additional member, add \$684		

50% Scholarship for Renewal Applicants		
Number of People in Household	From	To
2	\$2,637 per month	\$2,819 per month
3	\$3,321 per month	\$3,552 per month
4	\$4,005 per month	\$4,284 per month
5	\$4,690 per month	\$5,016 per month
For each additional member, add \$732		

2. **Submit a renewal application online at www.stepupforstudents.org.** Click on "For Parents" and "Apply Now" to complete the online application. **Applications for renewal families became available in early March.**
3. Before you start this process, you should have the following information with you at the computer:
 - ✓ Pay stubs from all jobs worked by all adults in the household for the most recent 30 days.
 - ✓ Current unemployment or workers compensation receipts for the most recent 30 days from all adults in the household currently receiving these benefits.
 - ✓ ALL Social Security benefit letters for everyone in your household specifying the monthly benefit for 2011 or 2010 if your household is supported by Social Security Income.
 - ✓ Child support documentation for all your children specifying how much you actually receive monthly if you are designated to receive child support.
 - ✓ The monthly calculated amount of all financial assistance currently received from the State or family members or friends.
 - ✓ Accurate Social Security numbers for ALL household members.
 - ✓ Your 2010 1040 tax return
4. Once you complete the online application, you must **send ECS all the required documentation and pay the \$30 non-refundable application fee. They will not process your application without this documentation and application fee.**
5. Step Up for Students will determine whether or not your family qualifies for a scholarship based on their review of your application responses and the supporting documentation that you are required to send to them.
6. If you qualify for a scholarship, Step Up for Students will release a **SCHOLARSHIP AWARD LETTER** for all eligible children in your family. The scholarship will only give financial assistance as of the date you receive the letter. **Please be careful to apply far enough in advance so that you will get your letter before school starts.**
7. Parents must give the Scholarship Award Letter to Peniel who will then apply it to your child's account. As stated above, the FTC scholarship program pays for a student's tuition, books, and other school fees up to 50%, 75% or 100% of \$4,106. Parents are responsible for all fees that exceed this amount.

We hope this information has helped you as prepare for the registration process at PBA. Please remember that PBA has no control on scholarship acceptance with Step Up for Students; however, we will be glad to help you as much as we can with the process. If you have any questions, please feel free to call us at 386-328-1707.

Sincerely,

Lester Jenkins

Administrator
Peniel Baptist Academy