

**CLEVELAND SCHOLARSHIP PROGRAM
2018-2019 REQUEST FORM**

STUDENT INFORMATION	***Please use Birth Certificate for student data***	
	NAME: _____ (First) (Middle) (Last)	
	DATE OF BIRTH: _____	GRADE LEVEL on January 1, 2018: _____
	GENDER: Female _____ Male _____	CITY OF BIRTH: _____
	LAST FOUR DIGITS SS#: _____	MOTHER'S MAIDEN NAME _____
	NATIVE LANGUAGE: _____	ETHNICITY: _____
	HAS THIS CHILD EVER ATTENDED AN OHIO PUBLIC SCHOOL? IF SO, WHERE: District _____, Building _____, Year _____	

Guardian Signing Scholarship Checks	
<input type="radio"/> Natural Parent <input type="radio"/> Legal Guardian of student applying for scholarship funds (court documents required) <input type="radio"/> Adoptive Parent <input type="radio"/> Student is at least eighteen years of age <input type="radio"/> Residential Parent	
I am the (check one)	
PARENT/GUARDIAN	NAME: _____ (First) (Middle) (Last)
	DATE OF BIRTH: _____ LAST FOUR DIGITS SS#: _____
	PHYSICAL ADDRESS: _____
	CITY, STATE, ZIP: _____ COUNTY: _____
	PHONE: _____ E-MAIL: _____
	RELATIONSHIP TO STUDENT: _____

SECONDARY PARENT/GUARDIAN	NAME: _____ (First) (Middle) (Last)
	DATE OF BIRTH: _____ LAST FOUR DIGITS SS#: _____
	PHYSICAL ADDRESS: _____
	CITY, STATE, ZIP: _____ COUNTY: _____
	PHONE: _____ E-MAIL: _____
	RELATIONSHIP TO STUDENT: _____

INCOME	By checking below, you are indicating you will complete the income verification process. Please obtain the Income Verification Form from the school OR from the Cleveland Scholarship website: http://cstp.education.ohio.gov .
	<input type="checkbox"/> YES, I believe that I qualify for low income status. I will submit a completed Income Verification Form and supporting documents to the Cleveland Scholarship Office listed on the form. <input type="checkbox"/> NO, I am not interested in applying for low income status. I either: 1) do not qualify for low income status or 2) do not want my income verified by the program.

RETURN TO THE PRIVATE SCHOOL WITH BIRTH CERTIFICATE AND UTILITY BILL BEFORE THE DEADLINE OF APRIL 30, 2018

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Information below **MUST** be completed to determine eligibility. My student is **CURRENTLY** attending a (check **ONLY** one and enter the school name).

SCHOOL INFORMATION	<input type="checkbox"/> Public School _____ <input type="checkbox"/> Charter/Community School _____ <input type="checkbox"/> Private School _____ <input type="checkbox"/> Home Schooled _____ <input type="checkbox"/> Pre-School _____ <input type="checkbox"/> Other _____
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ADDRESS VERIFICATION	Proof of residency is required of all first-year and renewal applicants. Documents submitted must contain the parent/guardian's name, current address, and the date. The date should be current. Post office boxes are not acceptable. Most utility bills still show the "for service at" location, which will indicate where the gas, electric, etc. is being used. Parents/guardians must document residency by providing the school with one of the following utility bills (to be accompanied with their request or renewal forms):	
	Cell Phone Bills are not accepted. Entire utility bill must be submitted showing matching service and mailing address. Additional information can be found on the scholarship webpage.	Utility Bills: Electric, Gas, Water, Sewer/water, Cable/Internet, OR Lease/rental agreement and one (1) other official document, OR Monthly mortgage statement.

2018-2019 CLEVELAND PARENT AGREEMENT

I _____ AGREE TO THE FOLLOWING:
(Parent Name)

- * The information provided in this application is true and correct.
- * I have supplied the chartered nonpublic school with a certified copy of the student's birth certificate, copies of all custody/guardianship documentation for the student, and proof of my address.
- * I have submitted only one Cleveland Scholarship application for this student.
- * The scholarship amount shall only be applied to the tuition of the enrolling school and I may be required to pay other fees and costs as prescribed by the policies of the school.
- * I will sign all scholarship checks received by the private school for my student in a timely manner. I understand that if I fail to endorse the scholarship checks to the school, I will be responsible for paying the student's tuition.
- * If I transfer my scholarship to another participating chartered nonpublic school, I will notify the school of my intent to withdraw and I will return to the original school to sign any remaining checks.
- * I will apply for any and all financial aid or tuition discounts and adjustments made regularly available to the students attending the school in which the student is accepted for enrollment.
- * I will abide by the Ohio Department of Education (ODE) dispute resolution process outlined in Ohio Administrative Code Section 3301-11-14.
- * If I am not a low income parent or did not complete the income verification process, I will be responsible for paying any difference between the scholarship amount and the tuition of the chartered nonpublic school.
- * I must inform ODE and the chartered nonpublic school of any change in the student's residential address or custody status.
- * I will not be able to renew my child's scholarship if; our family has moved to another city school district, my child fails to take each state achievement test required for his/her grade/level, or I fail to complete the renewal process.
- * I have received and understand the policy handbook of the chartered nonpublic school and will abide by its provisions.
- * I understand that if my child's scholarship has been awarded in error, it will be terminated immediately and I would then be responsible for paying the tuition if I decide to keep my child at the private school.

I designate: _____ (Name of Private School) to submit an application on my behalf for the Scholarship Program through the Ohio Department of Education electronic application system.

BY SIGNING BELOW, I AGREE TO ALL THE ABOVE STATEMENTS

Signature of Legal Guardian Signing the Tuition Check: _____

Date: _____