

Education Scholarship Account

Parent Application Guide

ESA Parent Application Guide & Access Indiana

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Applying for the Indiana Education Scholarship Account (INESA)

On behalf of us all at the Treasurer of State's (TOS) Office welcome to the Indiana Education Scholarship Account (INESA). This step-by-step application guide will assist you to complete the INESA application via our website during the open enrollment period, typically March 1 – September 1. Applications are reviewed on a rolling basis.

Once all necessary documents are submitted, allow five (5) to seven (7) business days for the Treasurer of State staff to review your child's application and ensure that all formal requirements are met.

Once approved, you'll receive an email and updated status on your INESA portal. You may also login to the Scholarship Portal to check the status of your application at any time. Please reach out to our office at the Treasurer of State if you have any questions at 317-232-0723 or esa@tos.in.gov.

Required Documents to Determine Eligibility

Category	Birth Certificate *See Refugee and Immigrant Students section in the appendix. Tax return Utility or mortgage bill – dated within last two months Current lease/rental agreement Driver's license Indiana voter registration		
Age and Grade of Student K-12 student must be at least five (5) years of age and less than twenty-two (22) years of age on, not after, October 1st of the upcoming school year. Ref. IC 20-33-2-7			
Residency One of the listed documents			
Relationship One of the listed documents	Natural parent – birth certificate Adoptive parent – adoption certificate or reissued birth certificate with adoptive parent(s) named Court-appointed guardian – court order Court-ordered custody – court order Foster parent – foster care papers Self (emancipated student) – formal emancipation documentation		
Income One of the listed documents (for each household member earning income – not to exceed 400% of amount required to qualify for federal free or reduced-price lunch)	 1040 tax return (preferred) W-2 Unemployment compensation 1099 and/or statements from financial institution showing interest earnings Earnings from investments, bonds, estates, or trust accounts Social security statement Pension or annuity Military retirement benefits *An individual is a household member defined as IC 31-9-2-44.5.		
Special Education Services One of the listed documents	Indiana ESA Service Plan (ESA SP), inclusive of IEP Individualized education program (IEP) Indiana Service Plan (SP) Indiana Choice Special Education Plan (CSEP)		



LET'S GET STARTED

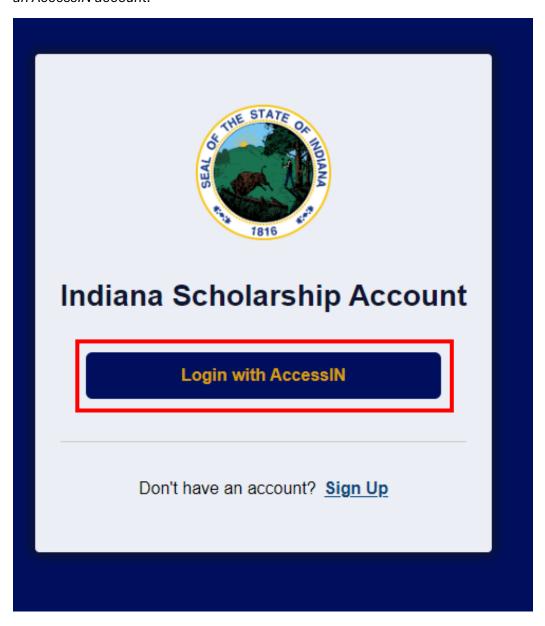
Scholarship Portal (NEW) - https://scholarships.tos.in.gov/users/sign_in

Scholarship Portal (last year link is active) - https://tos-insa-prod.azurewebsites.net/

First time ESA applicant with Access Indiana.

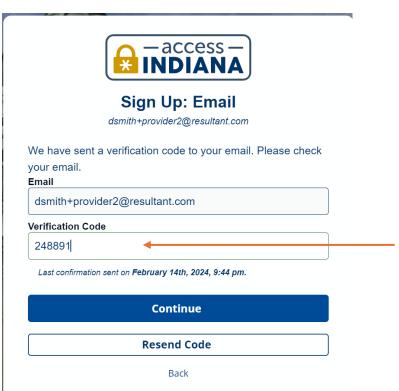
Access Indiana is a portal that allows citizens to use one login and one password to access multiple services from the State of Indiana. The login is a safe and secure way to easily sing-in to a variety of applications.

Returning User: Login with AccessIN username and password OR follow the steps below to create an AccessIN account.





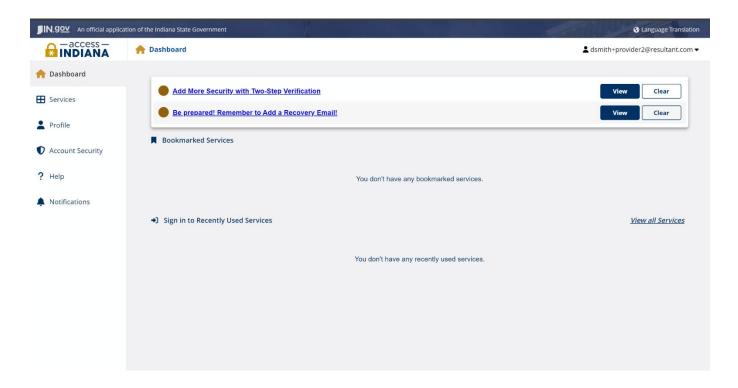
Check your email for your **Verification Code**.





Entered name, phone number.

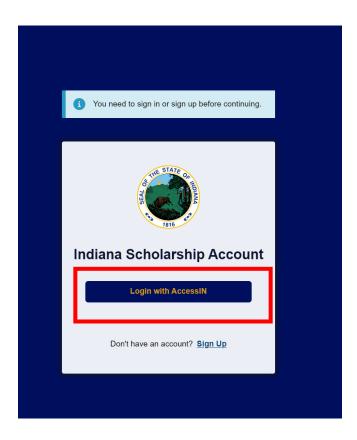
Once Access Indiana steps are completed you will see the screen below.



Go from the AccessIN window back to the ESA Scholarship Portal window:

Scholarship Portal (NEW) - https://scholarships.tos.in.gov/users/sign_in

Scholarship Portal (last year link is active) - https://tos-insa-prod.azurewebsites.net/



Click the Login with AccessIN button. Use your newly created Username and Password.

Parent Onboarding

After logging into the application from AccessIN, choose the type of user you are. In this example, choose **Parent or Emancipated Student** and press or click **Next**.

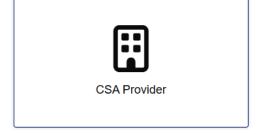
New User Profile

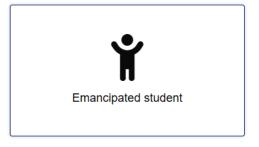
To get started, tell us who you are.







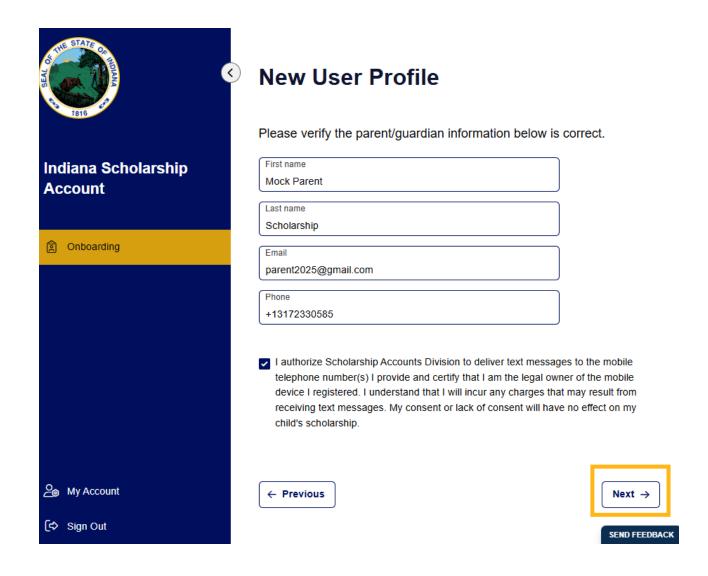








Confirm the contact details and optionally choose to allow the Scholarships Account Division to contact you by text. Click or press **Next**.



New User Profile

Please provide your address.

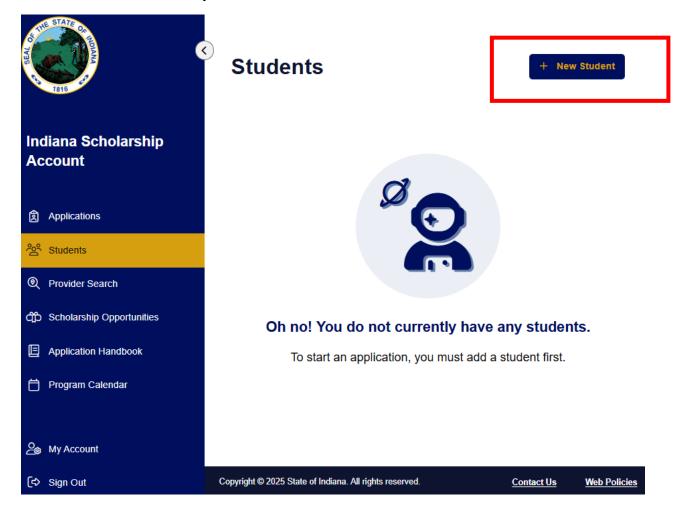


At this point, Parent Onboarding is complete, and we move on to gathering the Student Profile information for enrolling with Indiana Education Scholarship Account and/or Career Scholarship Account programs.

Creating a Student Profile

In this section, we collect information related to your child. Education Identification (ED-ID) is formerly known as Student Test Number (STN) and date of birth.

Select + New Student to add your student.



New Student

Ed-ID also known as the student test number (STN), the Ed-ID serves as a unique identifier for a child or student throughout their educational experience in Indiana.

Ed-ID or STN is a unique, nine-digit ID for a student. This ID differs from other IDs your student may have such as a lunch number.

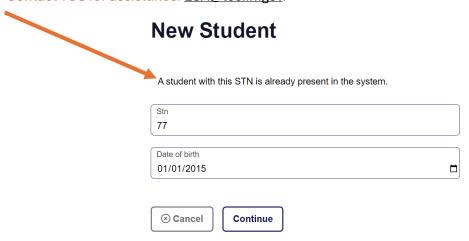
documentation from your school, such as an

You may find this number on some

IEP, SP, or Choice SP document.



****If a student already is in the ESA application system you will see the message below. Contact TOS for assistance. ESA@tos.in.gov.

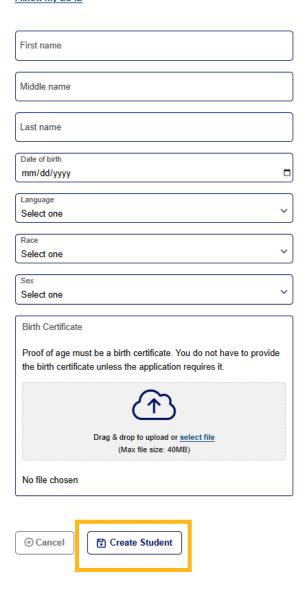


Click "I don't know my ED-ID" to expand additional information for the Treasurer of State staff to look up your child's ED-ID or create you child's ED-ID with the Indiana Department of Education. If the Treasurer of State creates or looks up your ED-ID this will be listed in your Scholarship Portal under your application and your student profile.

New Student

If you don't know your student's Ed-ID please provide the following demographic information to aide our staff in locating your student's record. While your student's record is being located you will be able to begin the application process for some scholarships; however, final approval may be dependent on verification of the student record.

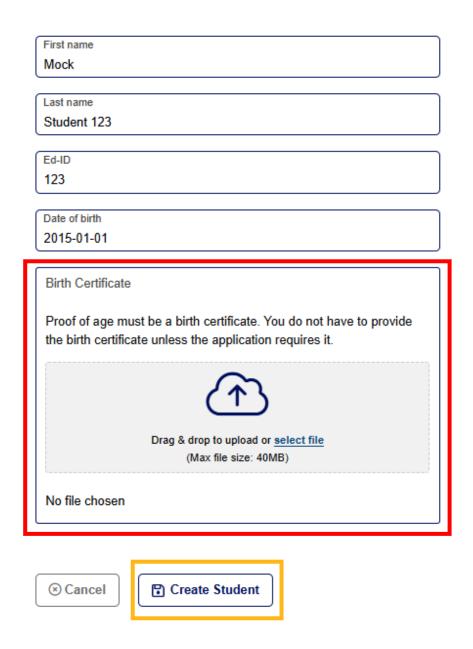
I know my Ed-ID



ESA students and ESA siblings are required to provide a Birth Certificate. If you upload the birth certificate here, it will link to all scholarship applications.

You can move forward without uploading a document in this step. You will be asked Section 4: Relationship to Applicant to provide documentation.

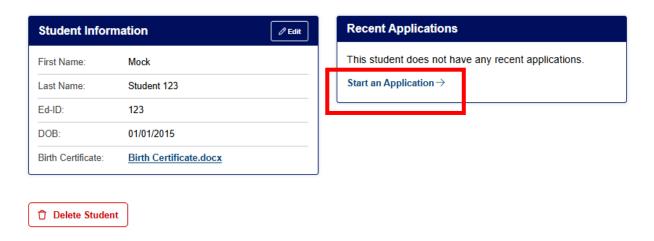
New Student



Applying for a Scholarship

Mock Student 123

Ed-ID: 123



If you are applying for a student with a disability that requires special education services supported by an Individual Education Plan (IEP), Service Plan (SP), ESA SP, or Choice Service plan (CSEP).

Select "Education Scholarship Account" to Start Application.

Select Scholarship Type



If you are applying for a student that is a sibling of a student that requires special education services, select "Sibling Education Scholarship Application" to Start Application.

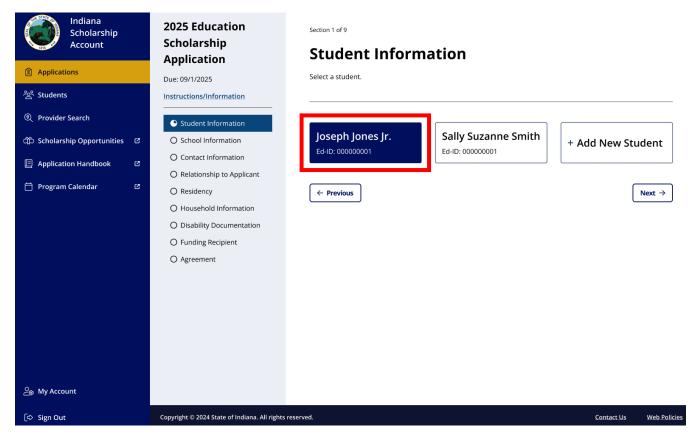
Select Scholarship Type



Section 1: Student Information

Select the student you wish to apply for. If you do not see your student, click + Add New Student.

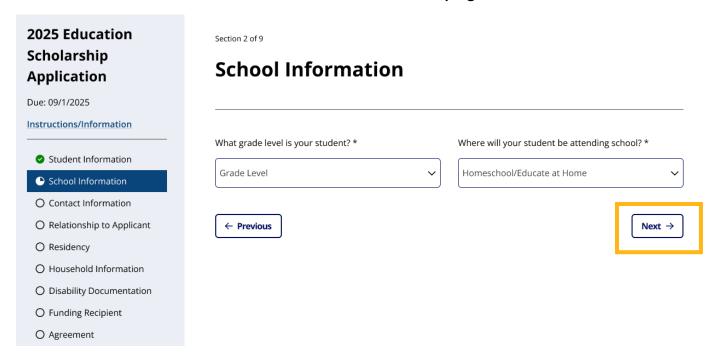
Select the student you are applying for.



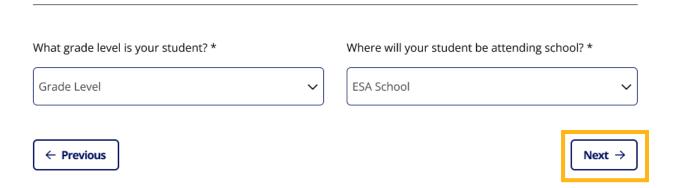
Section 2: School Information

Based on your selections for "Where will your student be attending school" various options will be presented informing you on steps to be taken.

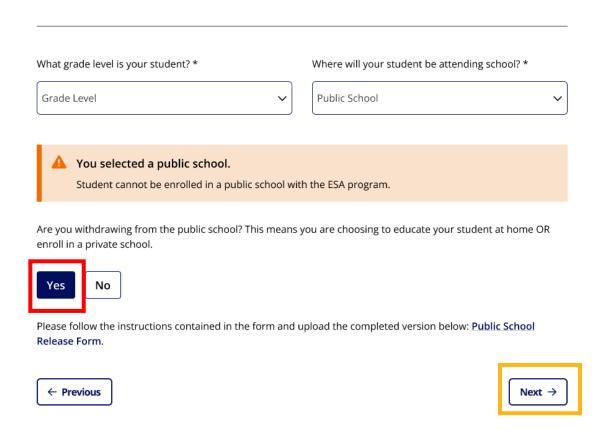
Selected "Homeschool/Educate at Home" - welcome to the ESA program!



You selected an ESA school - welcome to the ESA program.



Selected a Public School.



Download to withdraw form to provide to your public school. TOS will not be able to process your application until your public school withdraws your student from the public school.



PUBLIC SCHOOL NOTICE OF INTENT

School Name: ____

101 W. Ohio Street | Suite 1450 Indianapolis | Indiana | 46204

School District:									
This letter is to inform you that I intend for my child(ren) to participate in the Indiana Education Scholarship									
Account (INESA) authorized by IC 20-51.4. The following child(ren) will begin participation in the Indiana									
Education Scholarship Account program effective 20 20 school year and will continue in the									
program until you are notified otherwise. Please remove his/her/their names from your records.									
School Year	Student Name	Date of Birth	Student Test Number						
Effective	(First, Middle, Last)		(STN/ED-ID)						

in.gov/tos/inesa

ESA@tos.in.gov

Are you withdrawing from the public school? This means you are choosing to educate your student at home OR enroll in a private school.



You are not eligible for the ESA program

Student cannot be enrolled in a public school with the ESA program.

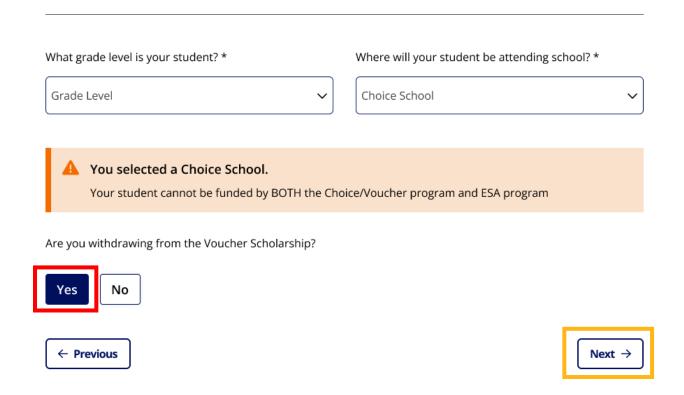
Your application has been placed in DRAFT status.

As circumstances change, we welcome you to apply during an application cycle.

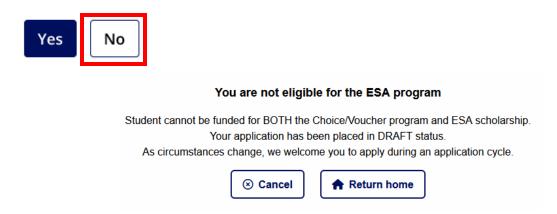


Selected a Choice/Voucher School.

Section 2 of 9

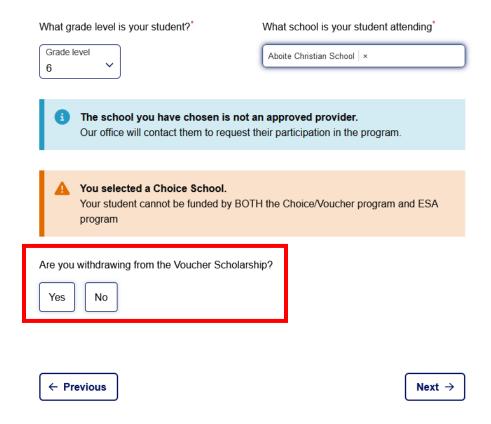


Are you withdrawing from the Voucher Scholarship?

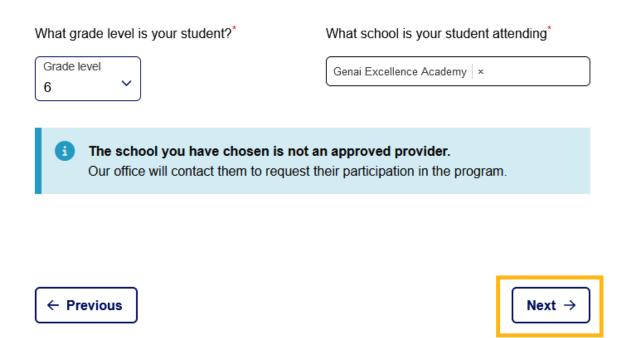


Selected a school that is not an ESA school and Choice/Voucher School.

Section 2 of 9



Selected a school that is not an ESA school.



Section 3: Contact Information

Section 3 of 9

Parent/Guardian Contact Information

Confirm the following parent/guardian contact information is correct. If the information needs to be updated, please edit the necessary fields in your <u>Account Settings</u> before continuing.

Name: Parent User

Email: parent@example.com

Phone: 234-555-0101 Address: 123 Main St

Indianapolis, IN 46204

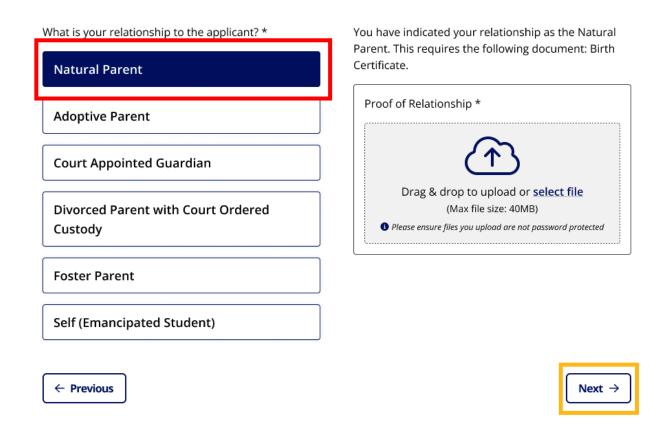
← Previous

Section 4: Relationship to Applicant

If you uploaded the student's Birth Certificate previously, the birth certificate will carry over to this step automatically. No action needs to be taken.

Section 4 of 9

Relationship to Applicant



What is your relationship to the applicant? *

Natural Parent

Adoptive Parent

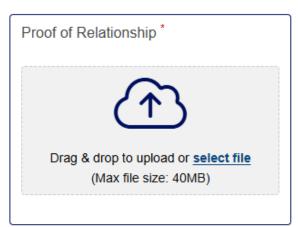
Court Appointed Guardian

Divorced Parent with Court Ordered Custody

Foster Parent

Self (Emancipated Student)

You have indicated your relationship as the *Adoptive Parent*. This requires the following document: Adoption Certificate or Reissued birth certificate with the adoptive parent(s) named.



What is your relationship to the applicant? *

Natural Parent

Adoptive Parent

You have indicated your relationship as the Court Appointed Guardian. This requires the following document: Court Order.

Proof of Relationship *

Court Appointed Guardian

Divorced Parent with Court Ordered Custody

Foster Parent

Self (Emancipated Student)

(↑)

Drag & drop to upload or select file (Max file size: 40MB)

What is your relationship to the applicant?*

Natural Parent

Adoptive Parent

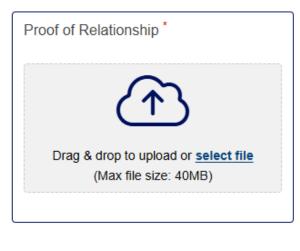
Court Appointed Guardian

Divorced Parent with Court Ordered Custody

Foster Parent

Self (Emancipated Student)

You have indicated your relationship as the Divorced Parent with Court Ordered Custody. This requires the following document: Court Order.



What is your relationship to the applicant? *

Natural Parent

Adoptive Parent

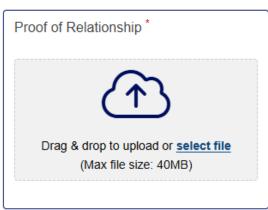
Court Appointed Guardian

Divorced Parent with Court Ordered Custody

Foster Parent

Self (Emancipated Student)

You have indicated your relationship as the *Foster Parent*. This requires the following document: Foster Care Papers.



What is your relationship to the applicant? *

Natural Parent

Adoptive Parent

Court Appointed Guardian

Divorced Parent with Court Ordered Custody

Foster Parent

Self (Emancipated Student)

You have indicated you are an Emancipated Eligible Student. This requires the following document: Formal Emancipation Documentation.

Proof of Relationship *

Drag & drop to upload or select file (Max file size: 40MB)

Section 5: Residency

Section 5 of 9

Residency

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Residency is established by registering to vote, enrolling a child in school, paying taxes, or living in the state for 183 days without a residence in another state.

New residents of Indiana have 60 days to get an Indiana driver's license.

Is the student applicant a legal resident of Indiana? *

Yes No

What school district do you live in? *

School District

Proof of Residency *
Preferred documents:

Utility or mortgage bill (within the past 2 months)

Indiana photo ID

View Additional Options

Drag & drop to upload or select file
(Max file size: 40MB)

Please ensure files you upload are not password protected

Residency



You have selected your student is NOT an Indiana resident. Therefore, your student is not eligible for the ESA program. If this is incorrect, change your response and proceed.

Residency is established by registering to vote, enrolling a child in school, paying taxes, or living in the state for 183 days without a residence in another state.

New residents of Indiana have 60 days to get an Indiana driver's license.

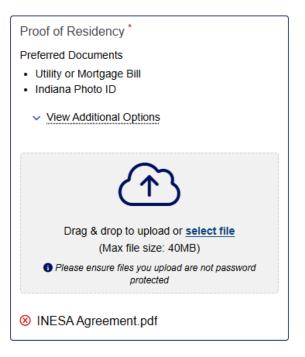
Is the student applicant a legal resident of Indiana?*

Yes

No

What school district do you live in?*

Select one



Section 6: Household Information

If your household exceeds the program income level. Legislative proceedings are underway that may change this requirement to benefit your family.

IF your application is approved, you will receive an email and updated status in your INESA portal.

We invite you to review these changes on our website to see how they may impact your family. Indiana General Assembly website https://iga.in.gov/ or ESA website https://www.in.gov/tos/inesa/.

Section 6 of 9

Household Information

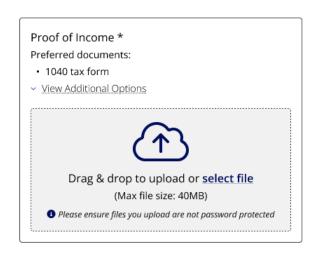
Slide the scale to select number of individuals in your household. The scale will display the **maximum** adjusted gross income for your household size.

Disclaimer: An individual is a household member defined as IC 31-9-2-44.5.

How many members do you have in your household?



* annual income for 3 household members must be no more than \$197,210



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Section 7: Disability Documentation

Based on your selection under Section 2: School Information, special education documents will be reflected below.

Homeschool/Educate at Home students

Section 7 of 9

Disability Documentation

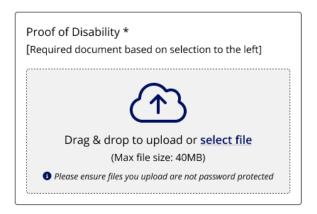
Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

Indiana - Education Scholarship Account Service Plan (ESA SP) AND Individual Education Program (IEP)

Indiana - Individual Education Program (IEP)

ESA SP form is required to receive special education dollars. Click here to start [link to document]



Document Expiration (provide the last date signed by the school district who created the service plan)

Document Expiration

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Special education documentation options for:

- ESA Private School
- Unapproved Private School or
- Voucher School

Disability Documentation

Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

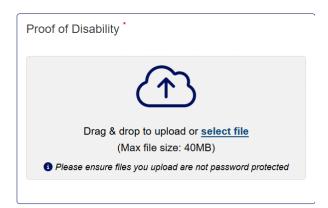
Indiana - Education Scholarship Account Service
Plan (ESA SP) **AND** Individual Education Program
(IEP)

Indiana - Service Plan (SP)

Choice Special Education Plan (CSEP)

ESA SP form is required to receive special education dollars. Click here to start <u>Disability Documentation Instructions</u>.

Please upload the following documents: ESA SP with IEP



Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration *
mm/dd/yyyy

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Disability Documentation

Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

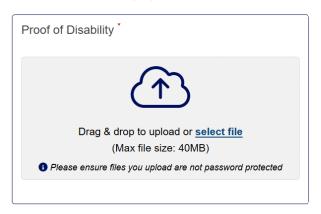
Indiana - Education Scholarship Account Service Plan (ESA SP) **AND** Individual Education Program (IEP)

Indiana - Service Plan (SP)

Choice Special Education Plan (CSEP)

ESA SP form is required to receive special education dollars. Click here to start <u>Disability Documentation Instructions</u>.

Please upload the following documents: Indiana - Service Plan (SP)



Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration *
12/22/2024

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Next →

Disability Documentation

Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

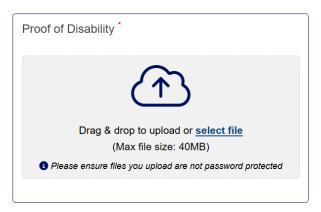
Indiana - Education Scholarship Account Service Plan (ESA SP) **AND** Individual Education Program (IEP)

Indiana - Service Plan (SP)

Choice Special Education Plan (CSEP)

ESA SP form is required to receive special education dollars. Click here to start **Disability Documentation Instructions**.

Please upload the following documents: Choice Special Education Plan (CSEP)



Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration * 12/22/2024 \Box

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Notification Message: If your student's service plan is more than three (3) years old, the message below will show. You may move forward with application; action will need to be taken to determine eligibility.

Document Expiration (provide the last date signed by the school district who created the service plan).



⚠ Your service plan date is outdated. Plans that are older than three years require a reevaluation to determine if a child continues to qualify for special education service and identify any changes that need to be made to the child's service plan to be successful in school.

Section 8: Funding Recipient

Dependent on your selection from Section 2: School Information, Section 7 Disability Documentation will determine funding flow to you the parent or your child's school.

Funding options for:

- ESA Private School
- Unapproved Private School or
- Voucher School

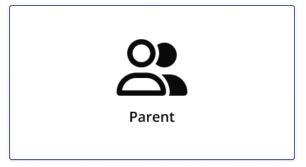
Funding Recipient

Special Education Dollars

Who will be receiving payment? *



Special Education Services monies are paid by the state to the school who provides special education services to your student.



Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.

Private School Tuition

Pay the tuition support grant amount to my child's private school on my behalf *







More Information

By completing the Endorsement for Direct Payments, I am making a formal request for the ESA Office to pay my student's tuition and fees for the applying school year. I understand that my student's private school must be an approved ESA school to qualify.

If an ESA scholarship is awarded, the Scholarship Accounts Division will directly pay your student's private school tuition up to, but not exceeding, your state awarded basic tuition.

The direct payment amount may not exceed the student's annual tuition support grant amount.

Additional payments from your ESA fund to your private school, would follow the ESA invoice process.

Note: if your student's ESA funds are more than the private school tuition, the ESA Office will place left over monies into the student's ESA fund.

Funding options for:

• Homeschool/Educate at home students

Funding Recipient

Special Education Dollars

Who will be receiving payment? *



Special Education Services monies are paid by the state to the school who provides special education services to your student.



Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.



Next \rightarrow

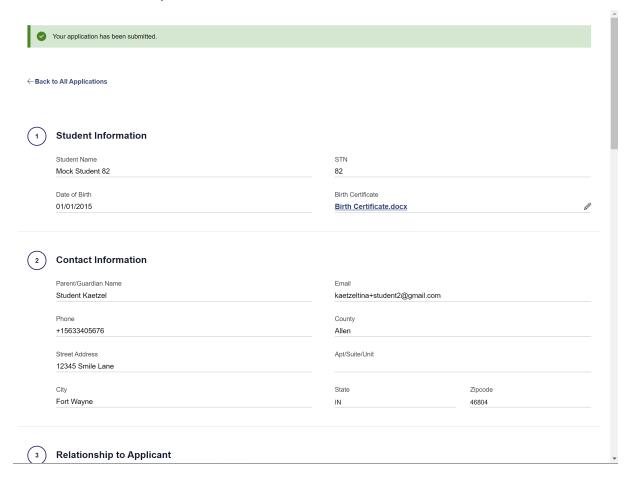
Section 9: Agreement

- Click the link to the **Parent/Guardian/Emancipated Eligible Student Agreement** to open it for review and download. Agreement is available on <u>ESA website Resource page</u>.
- Check the boxes and type your name to sign the agreement with the Treasurer of State for the ESA program.
- Click or press **Submit** to complete the ESA application process.

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In accordance with the statutory and regulatory guidance of Indiana Education Scholarship Account I affirm that:
I have read, understand, and agree to the Parent/Guardian/Emancipated Eligible Student Agreement for the relevant scholarship program for which I am applying.
I understand that a student will take the statewide assessment(s), as applicable based on the student's grade level.
I understand that a student cannot be enrolled in public school and receive a scholarship. Attending public school during this school year will forfeit scholarship participation and will result in a return of any scholarship funding.
I understand that a student enrolled in any course offered by K-12 Digital Learning, a correspondence school, or distance learning program receiving state funding is ineligible to receive Indiana Education Scholarship Account funds. However, I may pay for those courses privately.
I understand that, while a student may be eligible for and apply for more than one scholarship program, a student may not receive funding through more than one scholarship program, including the Choice Scholarship, and the Indiana Education Scholarship Account.
Application Submission and Certification
By signing and submitting this application, the undersigned hereby acknowledges the information provided on this application is true and accurate to the best of his/her knowledge. You should be aware that when you sign and submit this application, the information you share may be disclosed with the Indiana Department of Education, business partners of the Treasurer of State, and participating entities of the ESA program. The Treasurer of State may collect information about you from other sources to verify information submitted in the application.
By providing your name below, you understand that the signing and submitting of this application in this fashion is the legal equivalent of having placed your handwritten signature on the submitted application and this affirmation.
Acknowledgement
I acknowledge and agree to the above statement about my application.
Please type your name below to confirm your acknowledgment.
Parent/Guardian Full Name

Submission Complete



Application Status

Applications tab you will see your application status for all your children and their program(s)

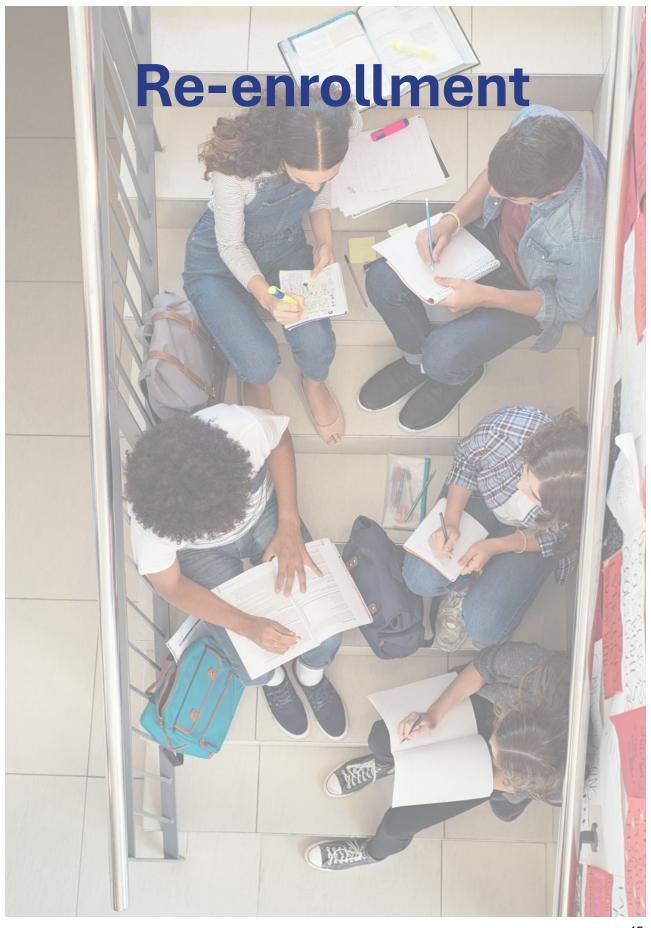
Applications

+ New Application

Families are invited to apply for their student's scholarship for the 2025-2026 school year. This includes students interested in the Indiana **Education Scholarship Account** (ESA) and **Career Scholarship Account** (CSA).

Displaying 6 items

Application 	Student	Date Submitted 	Type ≑	Year \$	Status ≑
ESA2025-00001	Mock Student 101	02/13/2025	ESA	2025	Submitted
CSA2025-00004	Mock Student 101	02/13/2025	CSA	2025	Submitted
CSA2025-00002	Mock Student 63	02/04/2025	CSA	2025	Funded
ESA2024-00045	Mock Student 63	-	ESA	2024	Draft
CSA2024-00005	Mock Student 101	-	CSA	2024	Draft
CSA2024-00002	Mock Student 63	04/08/2024	CSA	2024	Approved



LET'S GET STARTED

Scholarship Portal (NEW) - https://scholarships.tos.in.gov/users/sign_in

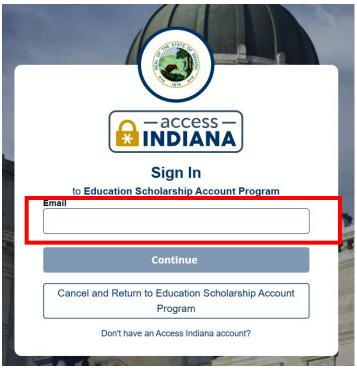
Scholarship Portal (last year link is active) - https://tos-insa-prod.azurewebsites.net/

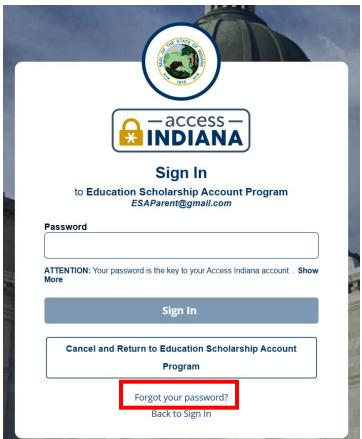
Welcome back. You're applying for another year of ESA grant funds, let's get started.

Access Indiana is a portal that allows citizens to use one login and one password to access multiple services from the State of Indiana. The login is a safe and secure way to easily sing-in to a variety of applications.

Login with AccessIN username and password OR follow the steps forgot your password.







Section 1: Student Information

Click +New Application to start application.

Applications



Families are invited to apply for their student's scholarship for the 2025-2026 school year. This includes students interested in the Indiana <u>Education Scholarship Account</u> (ESA) and <u>Career Scholarship Account</u> (CSA).

Displaying 9 items

Application 🕏	Student \$	Date Submitted 	Туре 🔷	Year ♦	Status 🕏
CSA2025-00025	Mock Student 76	-	CSA	2025	Draft
CSA2025-00023	Mock Student 302	02/21/2025	CSA	2025	Approved
CSA2025-00019	Mock Student 77	02/21/2025	CSA	2025	Approved
ESA2025-00016	Mock Student 82	=	ESA	2025	Draft
ESA2025-00010	Mock Student 102	-	ESA	2025	Draft
ESA2024-00027	Mock Student 82	02/28/2024	ESA	2024	Approved
ESA2024-00016	Mock Student 87	-	ESA	2024	Draft
ESA2024-00011	Mock Student 76	02/14/2024	ESA	2024	Submitted
ESA2024-00007	Mock Student 77	02/09/2024	ESA	2024	Submitted

Select Scholarship Type

2024 Education Scholarship Application

2024 Career Scholarship Application

2025 Education Scholarship Application

2025 Career Scholarship Application

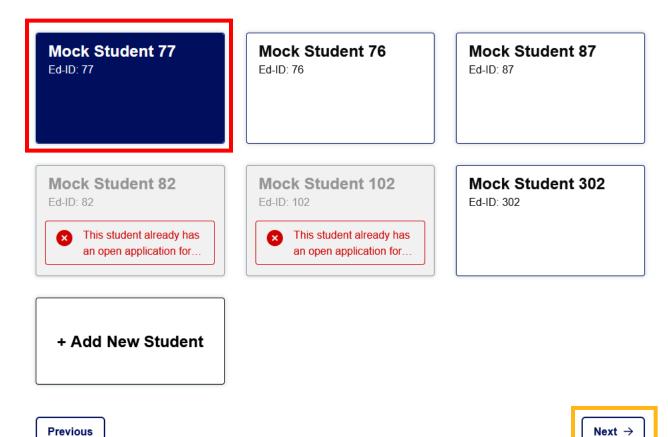
2025 Sibling Education Scholarship Application

Cancel

Select the **student** you would like to re-enroll for the upcoming school year. In selecting a currently ESA awarded student, information from last year's application will automatically be copied to this year's application you are applying for. If any of your selections from last year's application do not match the selections you are choosing, update to complete the application.

Student Information

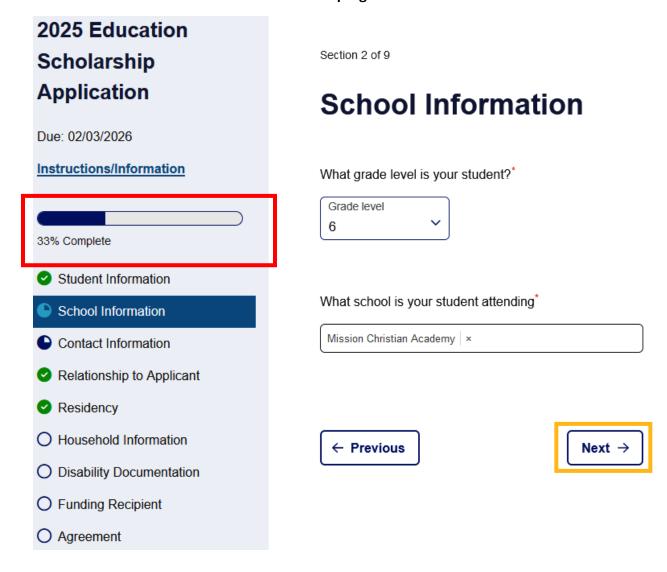
Select a student.



Section 2: School Information

View status bar: 33% of the required information has been copied from your previous year's application indicated by the

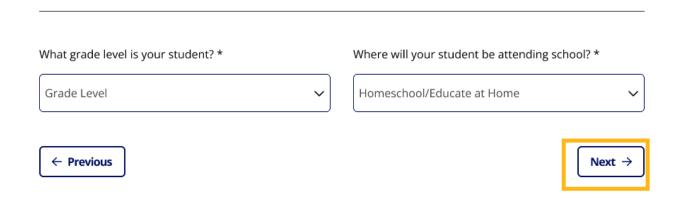
Selected an ESA school - welcome to the ESA program.



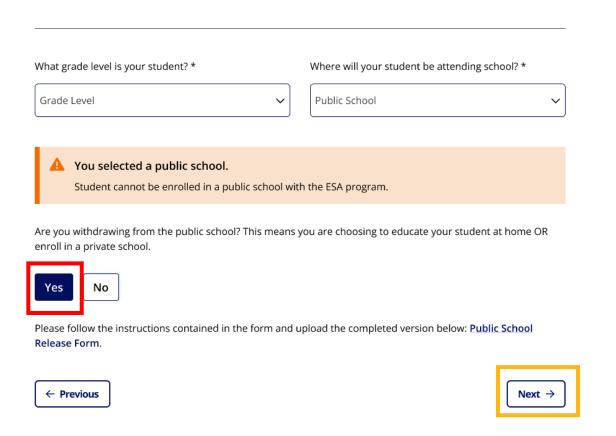
Selected "Homeschool/Educate at Home" – welcome to the ESA program!

Section 2 of 9

School Information



Selected a Public School.



Download to withdraw form to provide to your public school. TOS <u>will not</u> be able to process your application until your public school withdraws your student from the public school.



PUBLIC SCHOOL NOTICE OF INTENT

School Name:

101 W. Ohio Street | Suite 1450 Indianapolis | Indiana | 46204

School District:

This letter is to inform you that I intend for my child(ren) to participate in the Indiana Education Scholarship						
Account (INESA) authorized by IC 20-51.4. The following child(ren) will begin participation in the Indiana						
Education Scholarship	Account program effective 20 2	20 school y	ear and will continue in the			
program until you are	notified otherwise. Please remove his	/her/their names fr	om your records.			
School Year	Student Name	Date of Birth	Student Test Number			
Effective	(First, Middle, Last)		(STN/ED-ID)			

in.gov/tos/inesa

ESA@tos.in.gov

Are you withdrawing from the public school? This means you are choosing to educate your student at home OR enroll in a private school.



You are not eligible for the ESA program

Student cannot be enrolled in a public school with the ESA program.

Your application has been placed in DRAFT status.

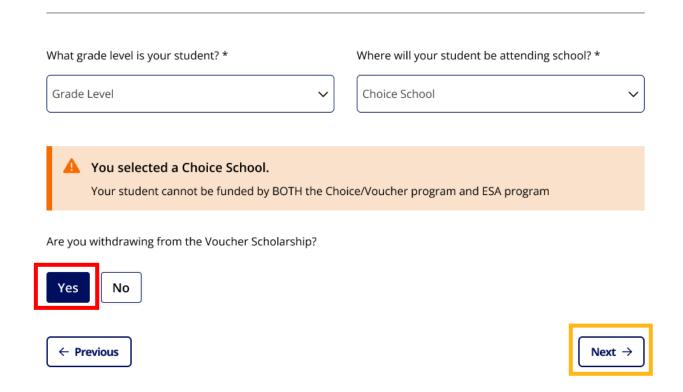
As circumstances change, we welcome you to apply during an application cycle.



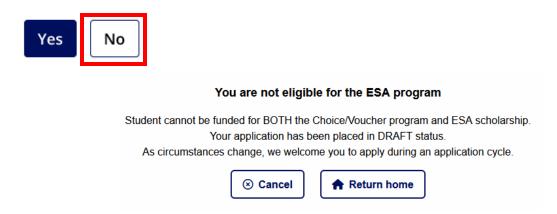


Selected a Choice/Voucher School.

Section 2 of 9

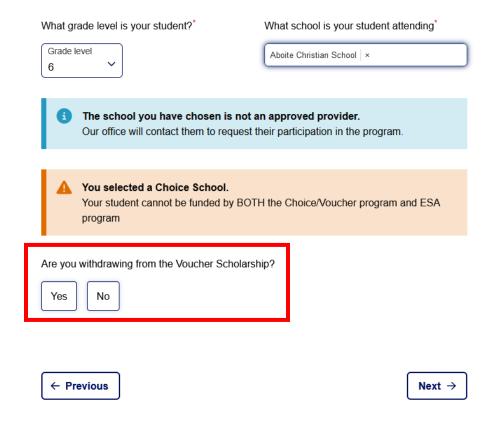


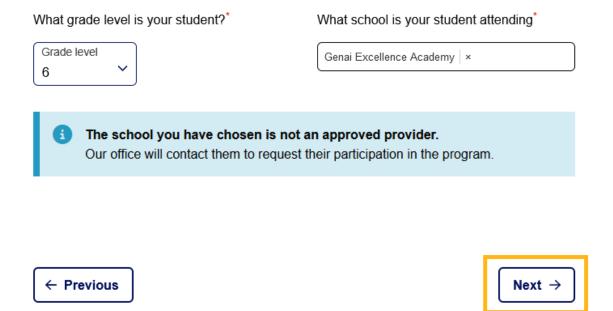
Are you withdrawing from the Voucher Scholarship?



Selected a school that is not an ESA school and Choice/Voucher School.

Section 2 of 9





Section 3: Contact Information

Confirmation contact information is correct from previous year.

Section 3 of 9

Parent/Guardian Contact Information

Confirm the following parent/guardian contact information is correct. If the information needs to be updated, please edit the necessary fields in your <u>Account Settings</u> before continuing.

Name: Parent User

Email: parent@example.com

234-555-0101

Address: 123 Main St

Indianapolis, IN 46204

← Previous

Phone:

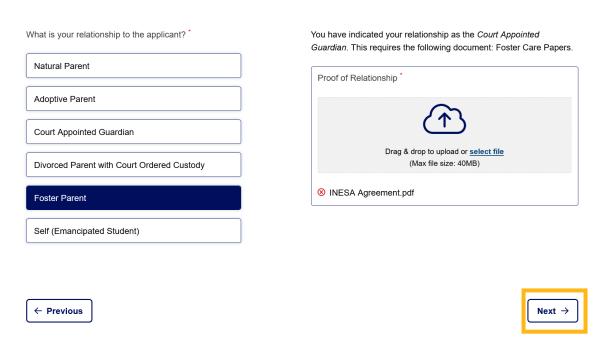


Section 4: Relationship to Applicant

Information will be copied from the previous year to the application you are applying for this year.

Section 4 of 9

Relationship to Applicant



Section 5: Residency

Information will be copied from the previous year to the application you are applying for this year.

Section 5 of 9

Residency

Residency is established by registering to vote, enrolling a child in school, paying taxes, or living in the state for 183 days without a residence in another state.

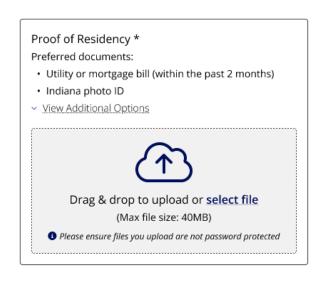
New residents of Indiana have 60 days to get an Indiana driver's license.

Is the student applicant a legal resident of Indiana? *

Yes No

What school district do you live in? *

School District





Next \rightarrow

Section 6: Household Information

If your household exceeds the program income level. Legislative proceedings are underway that may change this requirement to benefit your family.

IF your application is approved, you will receive an email and updated status in your INESA portal.

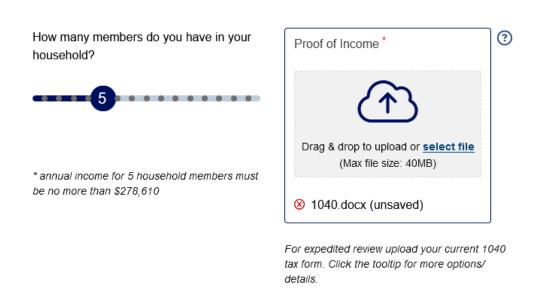
We invite you to review these changes on our website to see how they may impact your family. Indiana General Assembly website https://iga.in.gov/ or ESA website https://www.in.gov/tos/inesa/.

Section 6 of 9

Household Information

Slide the scale to select number of individuals in your household. The scale will display the **maximum** adjusted gross income for your household size.

Disclaimer: An individual is a household member defined as IC 31-9-2-44.5.





Section 7: Disability Documentation

Selected in Section 2: School Information

- ESA Private School
- Unapproved Private School or
- Voucher School

Disability Documentation

Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

Indiana - Education Scholarship Account Service Plan (ESA SP) **AND** Individual Education Program (IEP)

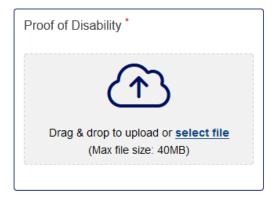
Indiana - Service Plan (SP)

Choice Special Education Plan (CSEP)

ESA SP form is required to receive special education dollars. Click here to start <u>Disability</u>

<u>Documentation Instructions</u>.

Please upload the following documents: ESA SP with IEP



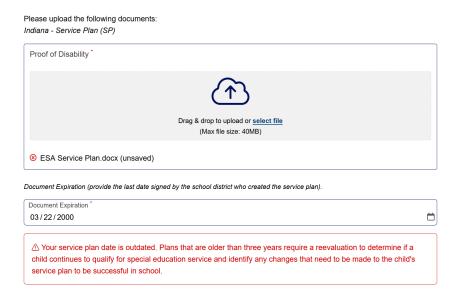
Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration *	
mm / dd / yyyy	





Notification Message: If your student's service plan is more than three (3) years old, the message below will show. You may move forward with application; action will need to be taken to determine eligibility.



Disability Documentation

Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

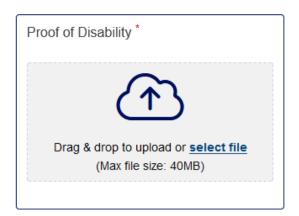
Indiana - Education Scholarship Account Service Plan (ESA SP) **AND** Individual Education Program (IEP)

Indiana - Service Plan (SP)

Choice Special Education Plan (CSEP)

ESA SP form is required to receive special education dollars. Click here to start <u>Disability</u> <u>Documentation Instructions</u>.

Please upload the following documents: Indiana - Service Plan (SP)



Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration *
mm / dd / yyyy

 \leftarrow Previous

Next →

Disability Documentation

Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

Indiana - Education Scholarship Account Service Plan (ESA SP) **AND** Individual Education Program (IEP)

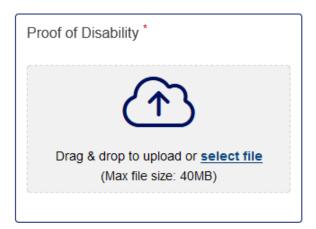
Indiana - Service Plan (SP)

Choice Special Education Plan (CSEP)

ESA SP form is required to receive special education dollars. Click here to start <u>Disability</u>

Documentation Instructions.

Please upload the following documents: Choice Special Education Plan (CSEP)



Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration *
mm / dd / yyyy

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Next \rightarrow

Selected in Section 2: School Information

• Homeschool/Educate at Home

Disability Documentation

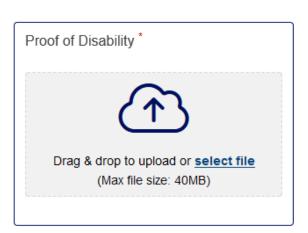
Student must have a disability that requires special education services plan at time of application.

What special education documentation do you have? *

Indiana - Education Scholarship Account Service Plan (ESA SP) **AND** Individual Education Program (IEP)

Indiana - Individual Education Program (IEP)

ESA SP form is required to receive special education dollars. Click here to start <u>Disability</u> <u>Documentation Instructions</u>.



Document Expiration (provide the last date signed by the school district who created the service plan).

Document Expiration *
mm / dd / yyyy



Next →

If your student does not have ESA SP and you want the special education money you need an ESA SP. Click *Disability Documentation Instructions* for more information on how to obtain ESA SP.



INSTRUCTIONS

From: Indiana Education Scholarship Account, Scholarship Accounts Division, Office of the Indiana Treasurer of State

Subject: Special education services provider selection for Indiana Education Scholarship Account (INESA) eligible student

Eligibility for the INESA Program is a student must be Indiana resident, K-12 student up to age 22 years old; income at or below the qualification level, and requires a student to have an individualized education program (IEP), service plan (SP), ESA service plan (ESA SP) or choice special education plan (CSEP). Students who have these plans have been identified as eligible for special education and related services and have a current plan in place for these services. As of July 1, 2024, parents of approved INESA students can apply for funding for eligible-age siblings.

In this document:

- 1. Public school notice of intent. (page 3)
 - If your student is currently enrolled in a public school. Provide this form to your student(s) public school district to withdraw your student(s) from public school enrollment. This form will confirm "count dates" in Fall and Spring shall be accurate and your student may be funded. Public school or charter school students are not eligible for the INESA program.
- 2. Special education services process. (page 4)
- 3. Special education services district notification forms. (pages 6-11)
 - Initial student evaluation request
 An initial evaluation is conducted when a child is first suspected of having an impairment

Section 8: Funding Recipient

Dependent on your selection from Section 2: School Information, Section 7 Disability Documentation will determine funding flow to you the parent or your child's school.

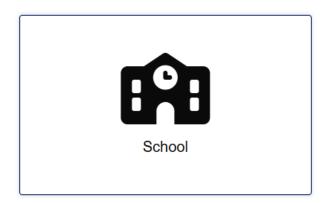
Funding options for:

- ESA Private School
- Unapproved Private School or
- Voucher School

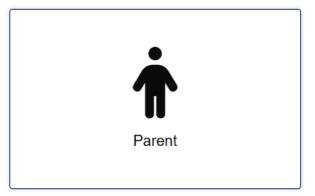
Section 8 of 9

Funding Recipient

Who will be receiving payment *



Special Education Services monies are paid by the state to the school who provides special education services to your student.



Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.

Private School Tuition

Pay the tuition support grant amount to my child's private school on my behalf *





Private School Tuition "more information tool"

More Information

By completing the Endorsement for Direct Payments, I am making a formal request for the ESA Office to pay my student's tuition and fees for the applying school year. I understand that my student's private school must be an approved ESA school to qualify.

If an ESA scholarship is awarded, the Scholarship Accounts Division will directly pay your student's private school tuition up to, but not exceeding, your state awarded basic tuition.

The direct payment amount may not exceed the student's annual tuition support grant amount.

Additional payments from your ESA fund to your private school, would follow the ESA invoice process.

Note: if your student's ESA funds are more than the private school tuition, the ESA Office will place left over monies into the student's ESA fund.

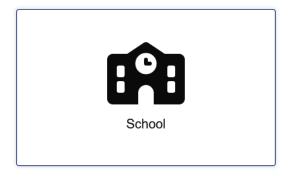
Funding options for:

Homeschool/Educate at home students

Section 8 of 9

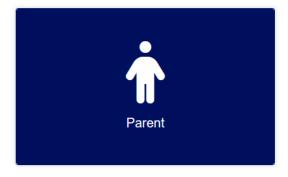
Funding Recipient

Who will be receiving payment *



Special Education Services monies are paid by the state to the school who provides special education services to your student.





Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.

Next →

Section 9: Agreement

- Click the link to the **Parent/Guardian/Emancipated Eligible Student Agreement** to open it for review and download. Agreement is available on <u>ESA website Resource page</u>.
- Check the boxes and type your name to sign the agreement with the Treasurer of State for the ESA program.
- Click or press **Submit** to complete the ESA application process.

Section 9 of 9

Agreement

In accordance with the statutory and regulatory guidance of Indiana Education Scholarship Account I affirm that:

- ✓ I have read, understand, and agree to the <u>Parent/Guardian/Emancipated Eligible Student Agreement</u> for the relevant scholarship program for which I am applying.
- ✓ I understand that a student will take the statewide assessment(s), as applicable based on the student's grade level.
- I understand that a student cannot be enrolled in public school and receive a scholarship. Attending public school during this school year will forfeit scholarship participation and will result in a return of any scholarship funding.
- I understand that a student enrolled in any course offered by K-12 Digital Learning, a correspondence school, or distance learning program receiving state funding is ineligible to receive Indiana Education Scholarship Account funds. However, I may pay for those courses privately.
- I understand that, while a student may be eligible for and apply for more than one scholarship program, a student may not receive funding through more than one scholarship program, including the Choice Scholarship, and the Indiana Education Scholarship Account.

Application Submission and Certification

By signing and submitting this application, the undersigned hereby acknowledges the information provided on this application is true and accurate to the best of his/her knowledge. You should be aware that when you sign and submit this application, the information you share may be disclosed with the Indiana Department of Education, business partners of the Treasurer of State, and participating entities of the ESA program. The Treasurer of State may collect information about you from other sources to verify information submitted in the application.

By providing your name below, you understand that the signing and submitting of this application in this fashion is the legal equivalent of having placed your handwritten signature on the submitted application and this affirmation.

Acknowledgement

I acknowledge and agree to the above statement about my application.

Please type your name below to confirm your acknowledgment.

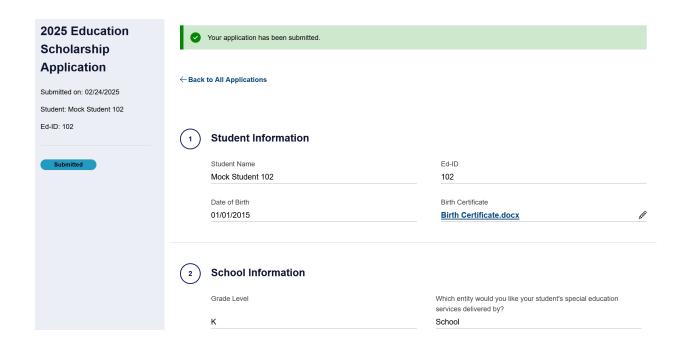
PARENT/GUARDIAN NAME REQUIRED BELOW. STUDENT NAME WILL NOT BE ACCEPTED AND APPLICATION WILL BE INVALID.

Parent/Guardian Full Name	
Olive Branch	





Submission Complete



Application Status

Applications tab you will see your application status for all your children and their program(s)

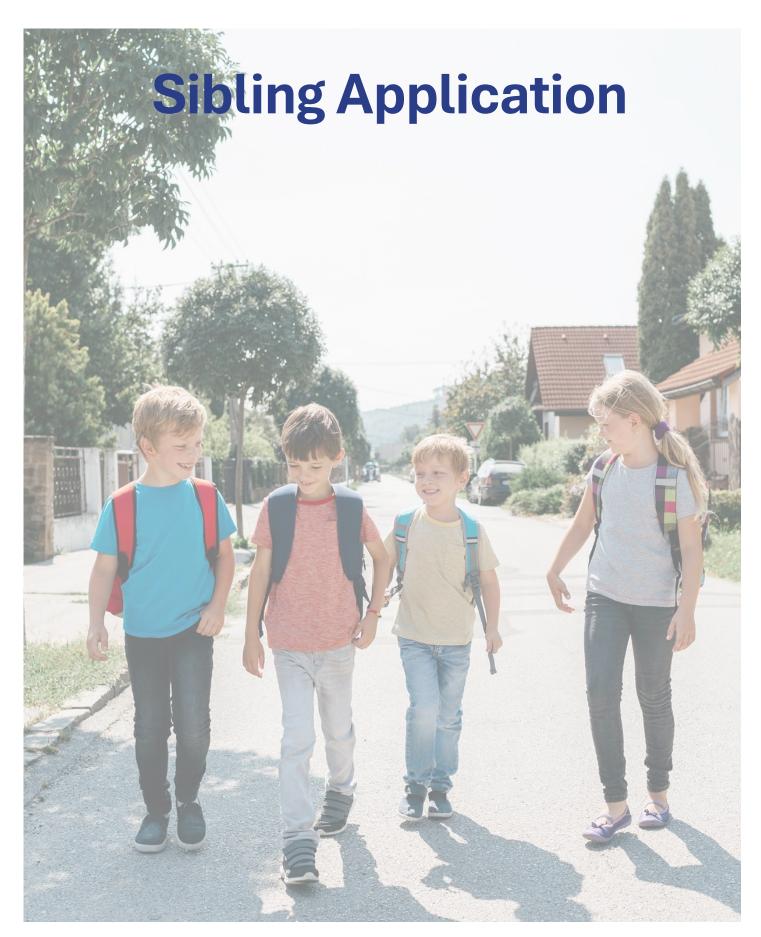
Applications



Families are invited to apply for their student's scholarship for the 2025-2026 school year. This includes students interested in the Indiana <u>Education Scholarship Account</u> (ESA) and <u>Career Scholarship Account</u> (CSA).

Displaying 11 items

Application 	Student 	Date Submitted ≑	Туре 🕏	Year 🕏	Status 🔷
CSA2025-00023	Mock Student 302	02/21/2025	CSA	2025	Approved
CSA2025-00019	Mock Student 77	02/21/2025	CSA	2025	Approved
ESA2024-00027	Mock Student 82	02/28/2024	ESA	2024	Approved
ESA2025-00010	Mock Student 102	02/24/2025	ESA	2025	Submitted



LET'S GET STARTED

You must apply for your student who has a disability <u>prior</u> to submitting a sibling application.

Scholarship Portal (NEW) - https://scholarships.tos.in.gov/users/sign_in

Scholarship Portal (last year link is active) - https://tos-insa-prod.azurewebsites.net/

Access Indiana is a portal that allows citizens to use one login and one password to access multiple services from the State of Indiana. The login is a safe and secure way to easily sing-in to a variety of applications.

Login with AccessIN username and password OR follow the steps forgot your password.

Applications



Families are invited to apply for their student's scholarship for the 2025-2026 school year. This includes students interested in the Indiana **Education Scholarship Account** (ESA) and **Career Scholarship Account** (CSA).

Displaying 10 items

Application ≑	Student ≑	Date Submitted 	Туре 🔷	Year ≑	Status ≑
ESA2025-00026	Mock Student 77	-	ESA	2025	Draft
CSA2025-00025	Mock Student 76	-	CSA	2025	Draft
CSA2025-00023	Mock Student 302	02/21/2025	CSA	2025	Approved
CSA2025-00019	Mock Student 77	02/21/2025	CSA	2025	Approved
ESA2025-00016	Mock Student 82	-	ESA	2025	Draft
ESA2025-00010	Mock Student 102	-	ESA	2025	Draft
ESA2024-00027	Mock Student 82	02/28/2024	ESA	2024	Approved
ESA2024-00016	Mock Student 87	-	ESA	2024	Draft
ESA2024-00011	Mock Student 76	02/14/2024	ESA	2024	Submitted
ESA2024-00007	Mock Student 77	02/09/2024	ESA	2024	Submitted

Select Scholarship Type

2024 Education Scholarship Application

2024 Career Scholarship Application

2024 Sibling Education Scholarship Application

2025 Education Scholarship Application

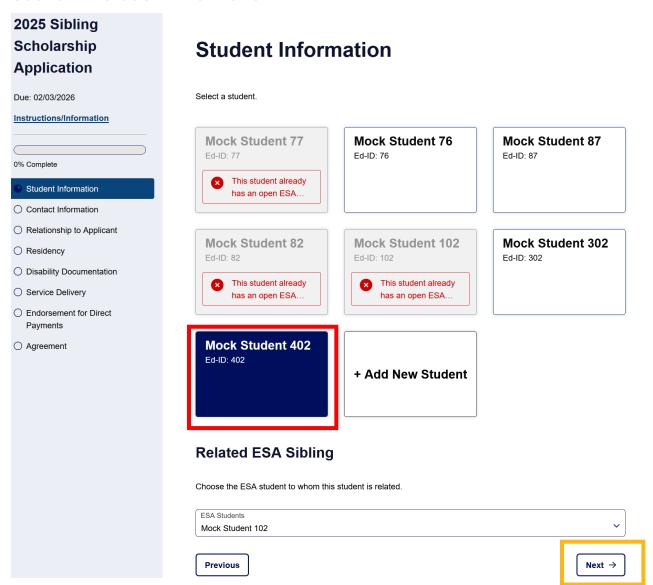
2025 Career Scholarship Application

2025 Sibling Education Scholarship Application

Cancel

Start Application

Section 1: Student Information



Student Information

Mock Student 402

Ed-ID: 402

Related ESA Sibling

Mock Student 82

Ed-ID: 82

Section 2: Contact Information

Section 2 of 8

Parent/Guardian Contact Information

Confirm the following parent/guardian contact information is correct. If the information needs to be updated, please edit the necessary fields in your **Account Settings** before continuing.







Section 3: Relationship to Applicant

Section 3 of 8

Relationship to Applicant

What is your relationship to the applicant? * You have indicated your relationship as the Natural Parent. This requires the following document: Birth Certificate. **Natural Parent** Proof of Relationship * Adoptive Parent Court Appointed Guardian Divorced Parent with Court Ordered Custody Drag & drop to upload or select file (Max file size: 40MB) Foster Parent ⊗ Birth Certificate.docx (unsaved) Self (Emancipated Student) ← Previous Next \rightarrow

Section 4: Residency

Section 4 of 8

Residency

Residency is established by registering to vote, enrolling a child in school, paying taxes, or living in the state for 183 days without a residence in another state.

New residents of Indiana have 60 days to get an Indiana driver's license.

Is the applicant an Indiana resident *

Yes No

What school district do you live in *

Crawfordsville Community Schools *





Section 5: Disability Documentation

Select "No" move forward in application.

Disability Documentation

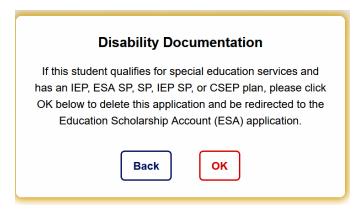
The State of Indiana has a program to provide financial support to qualifying systems who have a disability as defined in the following special education services plans: Individual Education Plan (IEP), Service Plan (SP), ESA Service Plan (ESA SP inclusive of IEP) or Choice Service Plan (CSEP).

The scholarship application you have selected is for siblings of students with a disability.

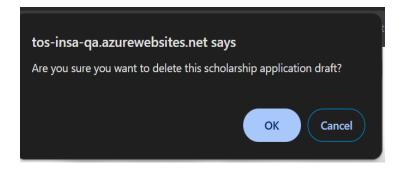
Does this student have qualifying special needs or disability? *



If you select "YES", error message will be displayed.



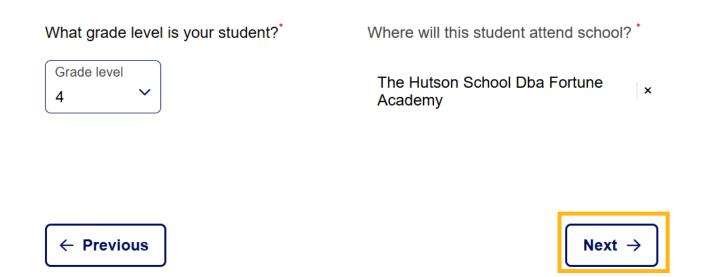
If you select "OK" secondary box confirming you want to DELETE this application draft.



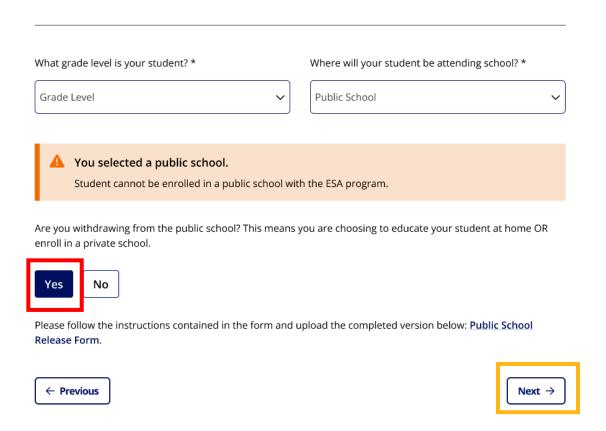
Section 6: School Information

Selected an ESA School.

Section 6 of 8



Selected a Public School.



Download to withdraw form to provide to your public school. TOS will not be able to process your application until your public school withdraws your student from the public school.



PUBLIC SCHOOL NOTICE OF INTENT

School Name:

101 W. Ohio Street | Suite 1450 Indianapolis | Indiana | 46204

School District:

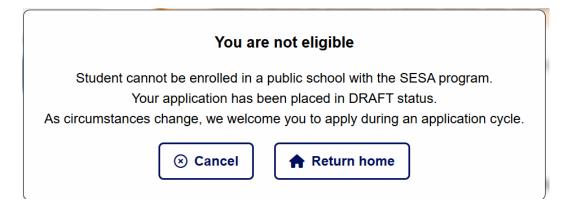
This letter is to inform you that I intend for my child(ren) to participate in the Indiana Education Scholarship										
Account (INESA) authorized by IC 20-51.4. The following child(ren) will begin participation in the Indiana										
Education Scholarship Account program effective 20 20 school year and will continue in the										
program until you are notified otherwise. Please remove his/her/their names from your records.										
School Year	Student Name	Date of Birth	Student Test Number							
Effective	(First, Middle, Last)		(STN/ED-ID)							

in.gov/tos/inesa

ESA@tos.in.gov

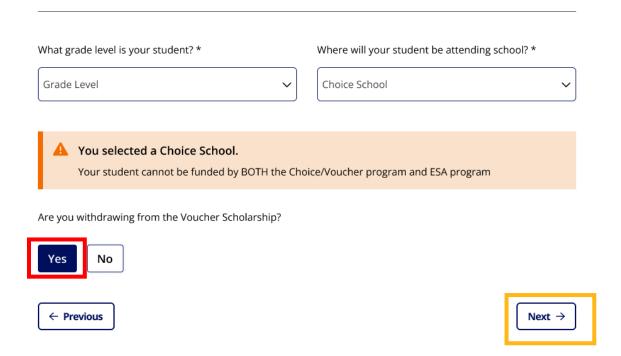
Are you withdrawing from the public school? This means you are choosing to educate your student at home OR enroll in a private school.



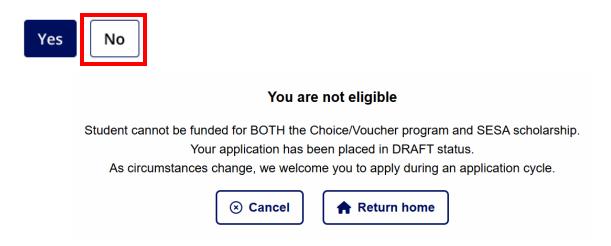


Selected a Choice/Voucher School.

Section 2 of 9

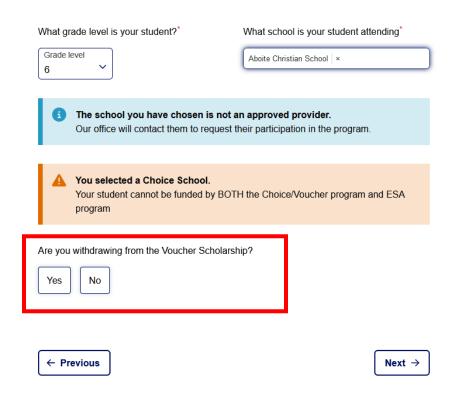


Are you withdrawing from the Voucher Scholarship?



Selected a school that is not an ESA school and Choice/Voucher School.

Section 2 of 9



Section 7: Funding Recipient

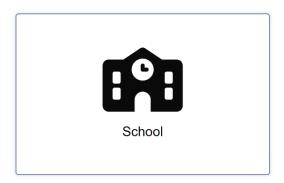
Dependent on your selection from Section 2: School Information, Section 7 Disability Documentation will determine funding flow to you the parent or your child's school.

Funding options for:

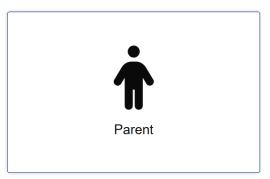
- ESA Private School
- Unapproved Private School or
- Voucher School

Funding Recipient

Who will be receiving payment *



Special Education Services monies are paid by the state to the school who provides special education services to your student



Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.

Private School Tuition

Pay the tuition support grant amount to my child's private school on my behalf *







More Information

By completing the Endorsement for Direct Payments, I am making a formal request for the ESA Office to pay my student's tuition and fees for the applying school year. I understand that my student's private school must be an approved ESA school to qualify.

If an ESA scholarship is awarded, the Scholarship Accounts Division will directly pay your student's private school tuition up to, but not exceeding, your state awarded basic tuition.

The direct payment amount may not exceed the student's annual tuition support grant amount.

Additional payments from your ESA fund to your private school, would follow the ESA invoice process.

Note: if your student's ESA funds are more than the private school tuition, the ESA Office will place left over monies into the student's ESA fund.

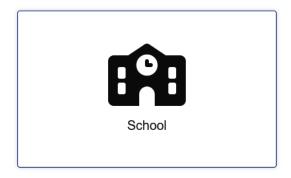
Funding options for:

Homeschool/Educate at home students

Section 8 of 9

Funding Recipient

Who will be receiving payment *



Special Education Services monies are paid by the state to the school who provides special education services to your student.





Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.

Next →

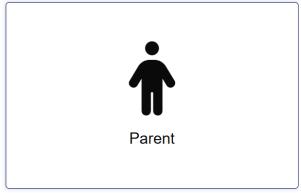
Selected "Homeschool or Educate at Home" school information in section 2. If you select "school" will receive special education services money it will redirection you to update school selection in section 2.

Funding Recipient

Who will be receiving payment '



Special Education Services monies are paid by the state to the school who provides special education services to your student.



Parent chooses personalized special education services for their student from hundreds of ESA vendors. Special education services monies are deposited to your student's Education Scholarship Account.



You selected to Educate at Home

You must choose an eligible provider from the School Information page.

Private School Tuition

Pay the tuition support grant amount to my child's private school on my behalf *







Section 8: Agreement

- Click the link to the **Parent/Guardian/Emancipated Eligible Student Agreement** to open it for review and download. Agreement is available on <u>ESA website Resource page</u>.
- Check the boxes and type your name to sign the agreement with the Treasurer of State for the ESA program.
- Click or press **Submit** to complete the ESA application process.

Section 9 of 9

Agreement

In accordance with the statutory and regulatory guidance of Indiana Education Scholarship Account I affirm that:

- ✓ I have read, understand, and agree to the <u>Parent/Guardian/Emancipated Eligible Student Agreement</u> for the relevant scholarship program for which I am applying.
- ✓ I understand that a student will take the statewide assessment(s), as applicable based on the student's grade level.
- I understand that a student cannot be enrolled in public school and receive a scholarship. Attending public school during this school year will forfeit scholarship participation and will result in a return of any scholarship funding.
- ✓ I understand that a student enrolled in any course offered by K-12 Digital Learning, a correspondence school, or distance learning program receiving state funding is ineligible to receive Indiana Education Scholarship Account funds. However, I may pay for those courses privately.
- I understand that, while a student may be eligible for and apply for more than one scholarship program, a student may not receive funding through more than one scholarship program, including the Choice Scholarship, and the Indiana Education Scholarship Account.

Application Submission and Certification

By signing and submitting this application, the undersigned hereby acknowledges the information provided on this application is true and accurate to the best of his/her knowledge. You should be aware that when you sign and submit this application, the information you share may be disclosed with the Indiana Department of Education, business partners of the Treasurer of State, and participating entities of the ESA program. The Treasurer of State may collect information about you from other sources to verify information submitted in the application.

By providing your name below, you understand that the signing and submitting of this application in this fashion is the legal equivalent of having placed your handwritten signature on the submitted application and this affirmation.

Acknowledgement

I acknowledge and agree to the above statement about my application.

Please type your name below to confirm your acknowledgment.

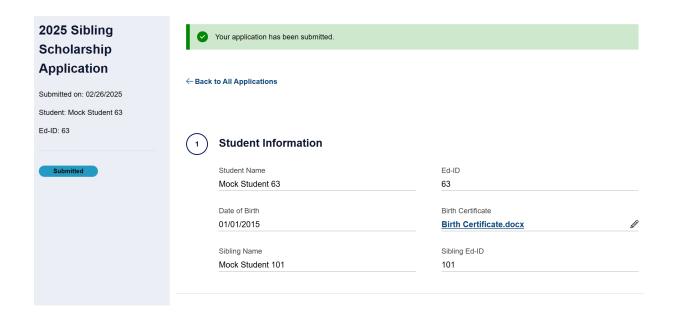
PARENT/GUARDIAN NAME REQUIRED BELOW. STUDENT NAME WILL NOT BE ACCEPTED AND APPLICATION WILL BE INVALID.

Parent/Guardian Full Name	
Olive Branch	



Submit

Submission Complete



Application Status

Applications

+ New Application

Families are invited to apply for their student's scholarship for the 2025-2026 school year. This includes students interested in the Indiana <u>Education Scholarship Account</u> (ESA) and <u>Career Scholarship Account</u> (CSA).

Displaying 8 items

Application ≑	Student ♀	Date Submitted ≑	Туре 🔷	Year ≑	Status
SESA2025-00006	Mock Student 63	02/26/2025	SESA	2025	Submitted
CSA2025-00028	Mock Student 418	02/26/2025	CSA	2025	Submitted
ESA2025-00001	Mock Student 101	02/13/2025	ESA	2025	Submitted
CSA2025-00004	Mock Student 101	02/13/2025	CSA	2025	Approved
CSA2025-00002	Mock Student 63	02/04/2025	CSA	2025	Funded
ESA2024-00045	Mock Student 63	-	ESA	2024	Draft

Scholarship Accounts Division

Office of the Indiana Treasurer of State 101 West Ohio Street, Suite 1450 Indianapolis, IN 46204

Office Hours

Monday - Friday 8:00 AM - 4:30 PM ESA@tos.in.gov (317)232-0723 www.in.gov/tos/inesa

