



Children's Tuition Fund

K-12 School Registration Form

School Year: _____

School Name: _____ School Phone: _____

Street Address: _____ City: _____ State: NE Zip: _____

Administrator: _____ Email: _____

Schools Primary Contact: _____ Email: _____

As a school accepting funds through the Opportunity Scholarship Act, you must agree to and meet the following requirements:

- Our school operates as a nonprofit or 501©3.
- Our school does not discriminate based on race, color, or national origin.
- Our school is accredited by an agency recognized by the NE Department of Education. Please attach a copy of your accreditation certificate. If you are not accredited by a recognized accrediting agency reach out to ACSI Children's Tuition Fund (CTF NE) to see what documentation is required to participate in this program.

You must also be compliant with the ACSI CTF Guidelines.

1. Student applications must be submitted to CTF NE through our online application.
2. The School agrees to confirm student enrollment via the school portal through the CTF NE online platform.
3. CTF NE will release funds for a student's tuition twice a year (1st and 2nd semester). Payments will be sent directly to the school and not to families.
4. It is the policy of CTF NE to award a full scholarship award to students (cost of tuition and fees not to exceed 75% of statewide average per student cost) as funds allow.
5. All scholarship amounts must be accounted for on the student's school account. School records are subject to review by the CTF NE program coordinator/administrator.
6. Adjustments necessary after payments have been distributed will usually be added to or subtracted from the next disbursement. On occasion, the school may be required to return funds to CTF NE.
7. Scholarship award money must be used solely for the payment of tuition for the child specified. Any other use of the money is strictly prohibited.
8. If a child withdraws from your school (or the parent informs you of the intention to leave on a defined date), you must notify CTF NE of the withdrawal as well as the amount of any unused funds previously

distributed. Funds can be redistributed to another student or returned to CTF NE for use at a later date.

- Submit your school's tuition schedule.
- Promote the Opportunity Scholarship Act
- Work with CTF NE to provide scholarship opportunities for qualifying students in and around your area by directing your contributors to CTF NE.
- To cover administrative fees, CTF NE will keep 5% from contributions received.

I affirm by signing and initialing this document that I have authority to do so on behalf of the school, the school is in compliance with all standards and requirements to participate in the Opportunity Scholarship Act Program, and the statements/affirmations herein and attached documentation are true and accurate to the best of my knowledge.

Administrator Name: _____

(Please Print)

Signature: _____ Date: _____