



## **Transitioning Out of the ESA Program as a High School Graduate**

### **Step 1: Confirm Your Eligibility and Timeline**

- If your child has a disability and isn't ready to graduate high school or obtain their GED by the end of 12th grade, your child may receive education benefits until age 22.
- However, if your child does not have a disability, then they will graduate with their peer cohort. For instance, if your child started 9th grade in 2020, they are expected to graduate high school in 2024 along with other students who started 9th grade in the same year.
- In the spring of your child's 12th grade year, ESA will notify your Account Holder that action is required.

### **Step 2: Respond to the ESA Notification**

- The Account Holder must log into the ESA Portal when they receive the notification.
- Choose your graduating child's name from the list of eligible students.
- Make Your Selection
  - "NO." Select this if your child is not scheduled to graduate or obtain a GED by the end of the school year.
    - Sign a renewal contract to continue receiving support.
  - "YES." Select this if your child will graduate or obtain a GED by the end of the school year.
    - Sign an exited contract to access remaining funds for allowable expenses.

### **Step 3: Verify and Comply with ESA Requirements**

- It's important to understand that providing false information about your child's graduation can result in account suspension or termination.
- You should notify ESA immediately upon your child's graduation or obtaining a GED.
- Contact ESA immediately for assistance or submit a HelpDesk ticket if any changes are needed.

### **Step 4: Continue Education If Not Graduating**

- If your child with a disability is not ready to graduate until he turns 22, which is your final funded year, you, the Account Holder, can attest that your child is not ready.
- Meanwhile, make sure that your child continues to receive a K-12 education if you attest your child needs it. Providing only a post-secondary education can result in account suspension and repayment requirements.

### **Step 5: Manage Exited Contracts If Graduating**

- After your child graduates or obtains a GED, notify ESA to receive an exited contract.
- Use remaining funds for post-secondary education as per the contract and handbook agreement.
- No additional funding will be provided after signing the exited contract.
- Upload receipts for expenses quarterly if using a ClassWallet prepaid debit card to avoid account suspension.

### **Step 6: Complete the ESA Program**

- After graduating or obtaining a GED, your child has four years to use the remaining funds.
- Follow all ESA program policies and laws.

### **Step 7: Close Your ESA Account**

Your child's ESA account will close when:

- Your child graduates from a post-secondary institution.
- If your child isn't enrolled in an eligible post-secondary institution for four consecutive years, the ESA account will close. To keep the account in good standing, you must use some funds for eligible expenses each year.

Any remaining funds will return to the state general fund upon account closure.

Transitioning out of the Arizona ESA program can be straightforward if you follow the right steps. Confirm your child's eligibility, respond promptly to notifications, verify your child's information, and manage your contracts carefully. Additionally, it's important to stay informed and proactive to keep the ESA account in good standing. In doing so, you'll ensure your child gets the most out of the ESA program. If you have any questions or need help with navigating this process, feel free to reach out to [hello@loveyourschool.org](mailto:hello@loveyourschool.org). We want to help!