Parent Portal User Manual



Jon Peterson Special Needs and Autism Scholarship Programs

October 2023







Department of Education & Workforce

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Create an OH ID Account

Access to the Ohio Department of Education and Workforce's parent portal is available through the Department's OH|ID portal. The OH|ID portal is an identity solution from the InnovateOhio Platform. The goal of OH|ID is to create one simple and secure location for all Ohio citizens to access information and conduct business with the State of Ohio. Through OH|ID, Ohio Department of Education and Workforce users can access Department of Education and Workforce and other statewide applications in a more secure, streamlined way.

Parents/Legal Guardians must create an OH|ID account and a Department of Education Profile to access the parent portal. Begin by navigating to https://ohid.ohio.gov/.

	SECURITY DEVELOPERS HELP MANAGE OHJID ACCC	An Otticial Size of Obligg
Secure access to State of Ohio	services	r ID
H ID provides users with a more secure and priva with State of Ohio programs. Users with an OH ID pplications by only entering their username and	ate experience during online interactions account can access multiple State password once. Pas	sof Youk USERION sword
Create OHJID Ac	count Pol	ठरा PASSWORD? @Login
Simplified Experience for Users	Reduced Costs for Agencies	Enhanced Security for Everyone
OHJD provides users with a seamless digital experience by allowing them to easily access and navigate state and agency websites from any device with one set of logon credentials.	State agencies that implement OH/ID save time, money, and effort through operational efficiencies, 24 x T stechnical support, repeatable frameworks, accelerators and built-in compliance with federal and state information security standards, policies and regulations.	OH[ID adheres to best practice security and privacy regulations as defined by the National Institute of Standards and Technoli (NIST). These security controls are built into the InnovateOh Pladform so that on-boarded agencies are automatically compliant. Agencies and their users can rest assured that the

Step 1. Click Create OH|ID Account

(Figure 1 OH|ID Login Page)



Step 2. Enter your email address and click **Send PIN** to have a one-time only PIN sent to the email you provided for verification.

inguage Translation			An Official Site of Ohio.gov
OHID			
OII			
Create OH ID Account	Email Verification		
Email Verification	With one OH ID account, you can sign in to multiple State of Ohio agenc	y systems more securely.	
	You need an active email address to create an OHID account. Need to <u>Microsoft, AOL</u> , and <u>Yahoo</u> offer free email accounts.	create one? Companies such as Google,	
2 Personal Info	We need to verify the email address you want to use for your OH ID ac the email address you provide below	count. A one-time PIN will be emailed to	
3 Pick a Username	Email Address Confirm Email Address		
4 Create Password			
5 Account Recovery			
6 Terms & Conditions	Cancel	Send PIN	
	Visita Visitati da seria 6 d		
	Keeping tour information Saile OHID respects your privacy. All the data we collect is to give you a b does not lease, sell, or release your information to private companie purpose.	etter and more secure service. OHID s, contractors, or vendors for any	

(Figure 2 Create OH|ID Account Email Verification)

Step 3. Enter the PIN you received in the next window and click Verify. If you did not receive an email, check your junk and spam folders. The system-generated email usually arrives within a few seconds but may take up to several minutes. If necessary, click Send me a new PIN to invalidate the previous PIN and send a new one to your email. Once your email is verified, click Next.

Language Translation		An Official Site of Ohio
Create OH ID Account	Email Verification	
	An email with a one-time PIN was sent to (your email address).	
1 Email Verification	Enter PIN	
2 Personal Info	✓ VERIFIED	
3 Pick a Username	Having Trouble?	
(4) Create Password	 Search your junk mail and spam folder for an email from: DONOTREPLY-EnterpriseIdentity@ohio.gov. Wait 10 minutes and refresh your email inbox. 	
5 Account Recovery	Still Having Trouble? Your email provider is likely marking this email as spam, which is blocking or delaying it.	
6 Terms & Conditions	Add DONOTREPLY-EnterpriseIdenity@Ohio.gov to your contacts. Ask your IT administrator to add this email to the safe-sender list.	
	Send me a new PIN	
	Cancel Next	

(Figure 3 Create OH|ID Account Email Verification PIN)



Step 4. Enter your personal information and click Next.

⊕ Language Translation ⊖ OH ID		
Create OH ID Account	Personal Info	
S Email Verification	Legal First Name	Legal Last Name
2 Personal Info	Date of Birth	Last 4 digits of SSN (optional)
3 Pick a Username	mm/dd/yyyy Be sure to use your real date of birth, you may need it for account	
(4) Create Password	recovery later.	
5 Account Recovery		
6 Terms & Conditions		
	Cancel	Next

(Figure 4 Create OH|ID Account Personal Info)

Step 5. Create a username for your OH|ID account and click **Next.**

Language Translation		
⊖OH ID		
Create OH ID Account	Pick a Username	
Email Verification	Must be between 6-64 characters	
Personal Info	Cannot start or end in a special character Cannot contain only numbers Only or @ No other special characters	
3 Pick a Username	Username	
(4) Create Password		
5 Account Recovery		
6 Terms & Conditions		
	Cancel Next	

(**Figure 5** Create OH|ID Account Pick Username)



Step 6. Create a password for your OH|ID account and click Next.

Create Old D Assessed	Create Password
Create OH ID Account	Cleate Fassword
Email Verification	Password Requirements Must have at least 8 and no more than 30 characters in length Must contain 1 character from each of the following categories:
Personal Info	Upper case letters (A-Z)
Pick a Username	Cower case letter (a-z) Numbers (0-9) Special characters (!5#,%b@~^&*+=><()[][]%";;\/?")
Create Password	Cannot include your first name, last name, username, or OHID Example: If your name or username is John Smith, your password cannot contain "John" or "Smith"
5 Account Recovery	Password Confirm Password
6 Terms & Conditions	
	Cancel Next

(Figure 6 Create OH|ID Account Password)

Step 7. (Optional) Enter your mobile phone number to set up your mobile/text account recovery method for your OH|ID account and click Next.

OHID	
Create OH ID Account	Account Recovery
Email Verification	Your email (emailaddress@email.com) is the main way you'll reset your password. Adding your mobile numb to your account ensures that we have a way to reach you if you lose access to your email.
Personal Info	Set up mobile/text message account recovery You will receive a PIN via text message. Message and data rates apply. <u>See Terms & Conditions and Privacy</u> Policies.
Pick a Username	Mobile Number
Create Password	Send PIN
5 Account Recovery	If you choose not to add your mobile number to your account at this time, you can skip this step.
6 Terms & Conditions	
	Control

(**Figure 7** OH|ID Account Recovery)

You will receive a text message with a PIN. Enter the PIN in the next OH|ID Account Recovery screen and click **Verify**. Once it is verified, click **Next**.



Step 8. Place a check mark next to "**I Agree**" to the terms and conditions of your OH|ID account and answer the prompt to confirm you are not a robot. Click **Verify**. Then click **Create Account**.

OH ID	
	Terms & Conditions
eate on DAccount	In order to proceed with creating your account, you must agree to the following terms and conditions
Email Verification	By clicking "I Agree" and creating an OHID account, you consent to use electronic signatures with the State of Ohio and receive communications in electronic form.
Personal Info	If you use this site, you are responsible for maintaining the confidentiality of your OH/ID account(s) and password(s) and for restricting access to your computer, and you agree to accept responsibility for all activities
Pick a Username	that occur under your OH/ID account(s) or password(s). The Ohio Department of Administrative Services reserves the right, in the event of a violation of law or State of Ohio policy, or as a result of any suspicious activity occurring on your OH/ID account to refuse service, terminate accounts, remove or edit content on
Create Password	ohid.ohio.gov, or cancel transactions related to your OHJID account.
Account Recovery	I Agree
Terms & Conditions	Confirm you are not a robot
	What is forty six thousand and fifty eight as a number?
	Venty
	Cancel Create Account

(Figure 8 OH|ID Terms & Conditions)

After you click **Create Account**, you will see a prompt to check the email address you provided when setting up your OH|ID account. Click **log in to OH|ID** to access your OH|ID account login screen. The username and password you created should already be filled in for you. If not, enter the information and click **Log in**.

NOTE: If you encounter any error messages during this process, please email **profile.help@education.ohio.gov** with the error message and a summary of what you are trying to accomplish.

Parent/Guardian's next step is to create a Department of Education profile or link your new OH|ID account to your existing Department of Education profile. Please proceed to the **Department of Education Profile Setup** section of this manual for instructions.



Department of Education Profile Setup

You will create your Department of Education profile (or link to your existing Department of Education profile) after setting up your OH|ID account. Go to <u>https://ohid.ohio.gov/</u>to log in to your OH|ID account. Then follow the directions below.

Step 1. Click Visit the App Store.



(Figure 9 OH|ID My Apps)

Step 2. On the Department of Education Profile Setup app tile select Request Access.



(Figure 10 OH|ID Apps Store)



Step 3. Select Request Access to Group.

● Language Translation OH ID	SECURITY DEVELOPERS MANAGE OHID ACCOUNT	An official Site of Oble gov Log Out Help Search
MY APPS APP ST(RE ACCOUNT SETTINGS IDENTITY ASSURANCE RECENT ACTIVITY DEVICES	
ıAı	Department of Education After creating an account in DH(ID, the next step to accessing the Department of Education's (EDU) applications is to create a user profile with EDU or link your new OH(ID account to an existing EDU profile. This application walks you through those steps, and only needs to be performed once.	REQUEST ACCESS TO GROUP

(Figure 11 Department of Education Profile Setup Request Access)

Step 4. A pop-up will appear containing the Terms and Conditions. Check the box next to **Agree to Terms** and select **Request Access to Group** to proceed.

21115 011	d conditions
This system cor	tains government information and is restricted to authorized users ONLY. Unauthorized access, use, misuse, or modification of this
computer syste	m or of the data contained herein or in transit to and from this system is strictly prohibited, may be in violation of state and federal law
and may be sub	iject to administrative action, civil and criminal penalties. Use of the system is governed by United States law and Ohio law and
policies.	
/ou have no exp	pectation of privacy in any material placed or viewed on this system. The State of Ohio monitors activities on this system and may
ecord and disc	lose those activities internally and to law enforcement and other entities to ensure the proper and lawful use of its information and
esources. Such	monitoring may result in the acquisition, recording and analysis of all data being communicated, transmitted, processed or stored in
this system by a	user. The State of Ohio complies with state and federal law regarding legally protected confidential information but may not treat any
other use as pri	vate or confidential. ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING.
The Ohio Depar	tment of Administrative Services reserves the right to take appropriate legal action in any state or federal court to address any
nstances of un	authorized use of this site, and you consent to exclusive jurisdiction and venue in such courts.

(Figure 12 Terms and Conditions)



You will receive notification that your request to access the Ohio Department of Education Profile has been submitted. Check the email you used when setting up your OH|ID account to verify your request has been granted.



(Figure 13 Department of Education Profile Setup Request Submitted)

Step 5. Once you receive the email verifying your request has been granted, click "**My Apps**" on your OH|ID dashboard. Then click "**Open App**" in the Department of Education Profile Setup tile.



(Figure 14 Department of Education Profile Setup)



Step 6a. If a Department of Education profile is found, you will be prompted to view your Department of Education apps. Click "**View Applications**".

Department of Education Profile
We have successfully found your Department of Education profile! Please click the "View Applications" button below to view your applications.
View Applications

(Figure 15 Department of Education Profile Found)

At this point the Parent/Guardian is ready to access the Scholarship Programs Application.

Step 6b. If a Department of Education profile is not found, click **Create Profile** to create your Department of Education Profile.

Department of Education Profile	
Welcome to the Ohio Department of Education. Please create a Profile by clicking the "Create Profile" button below.	

(Figure 16 Create Department of Education Profile)

Step 7a. Complete the Department of Education Profile Creation Pages. In the "*Which role best applies to you?*", for Autism and Jon Peterson Special Needs Parents/Guardian(s) select the option "*I am a parent signing up to access a scholarship application*".

Step 7b. You must use your State of Ohio ID card or Ohio driver's license when setting up the account. When filling in your personal information, the **name must match exactly** to what is on your Ohio driver's license. If you do not have an Ohio driver's license, please reference in Figure 18 "Click here for acceptable verification documents" and upload the verification document, this will become a manual approval.

NOTE: If you have a former SAFE profile, you will be able to link your profile to your new OH|ID account once your account is established.



Which role best applies to you? (Multiple roles can be selected) I am applying for an initial (or renewing a previously issued) Ohio Department of Ex	ducation license or permit
I am a parent, signing up for College Credit Plus program	
I am an adult student applying for the Adult Diploma or Adult 22+ Programs	
I am a parent signing up to access a scholarship application.	Parent signing up to access a scholarship application
Other reasons such as Scholarship Provider	
I am a parent signing up to submit income documents for scholarship and/or ACE	
Basic Information Please enter the following information exactly as it appears on your identity verification document. Click documents.	there for a list of acceptable verification
FIRST NAME:	
Echtest	
MIDDLE NAME:	
CURRENT LAST NAME:	
User	
PREVIOUS LAST NAME:	
SSN4: Why does ODE ask for this? What if I don't have a 55N?	
14.09	
BIRTH DATE:	
06/01/1996	
	NEXT

(Figure 17 Department of Education Selection of Role Profile Creation)

	CONTA	стив
DEPARTMENT OF EDU	ICATION PROFILE CREATION PAGE	
Contact Information		
Home - Physical Address	Home - Malling Address	
ADDRESS LINE 1:	IS MAILING SAME AS PHYSICAL?	
Required		
	ADDRESS LINE 1:	
ADDRESS LINE 2:		
	ADDRESS LINE 2:	
CITY:		
Required		
	CITY:	
STATE:		
[Required]	STATE	
70	~	
Required		
	ZIP	
2124:		
	ZIP4:	
PHONE NUMBER:		
Required		
Identity Verification Information	CONTRACTOR FILM ADDRESS	
Defined	CONFICE ENVIENDERESS	
HOME EMAIL ADDRESS	CONFIRM HOME FMAIL ADDRESS	
Required	Required	
OHIO DRIVER LICENSE OR STATE OF OHIO ID NUMBER:		
or		
UPLOAD VERIFICATION DOCUMENT		
Click here for a list of acceptable verification documents.		
Account Information		
Account Information		
Account Information D agree to Ohio Department of Education Terms of Service and Privacy Policy	NEXT	GO BACK

(Figure 18 Department of Education Profile Creation Page)

Step 8. After you have completed the Department of Education Profile Creation pages, you will receive a validation code in a confirmation email. Enter the information



requested, including the validation code, in the confirmation dialog box and click **Continue**.

At this point the Parent/Guardian is ready to access the Scholarship Programs Application. Please proceed to the Scholarship Application section of this manual.

Request Access to Scholarship Application

The parent portal is now available for parents to view their child's online Autism and Jon Peterson Special Needs scholarship information. The portal has been developed to improve communication and transparency. Parents will now be able to have realtime access to scholarship information such as application status, progress reports and monthly invoices.

Please complete the following steps to request access to Scholarship Programs application:

Step 1. First, you must have an OH|ID account and create a Department of Education Profile. If you have not completed these steps, please follow the instructions beginning in the *Create an OH*|*ID Account* section of this manual.

Step 2. After you have created an OH|ID account and Department of Education Profile, navigate to <u>https://ohid.ohio.gov/</u> and log in to your OH|ID account.

Step 3. Open the Department of Education Application Request app under My Apps.



(Figure 19 OH|ID My Apps)

Step 4. In the "Application" dropdown select "Scholarship"



Name:	Bobtester User	*Email	bobj4172@yahoo.com
Phone:	614 - 555-1212	Extension	
REQUEST IN	FORMATION	-	
Application:	Scholarship ~	*Membership Requested:	Scholarship Parent
	In the reason text box please define your entity (nonpublic school, public school, business owner, certificated professional, etc.) and your job title.	Current Membership:	
Reason:			ß
Required			Sub

(Figure 20 Application Request)

Step 5. In the "Membership Requested" dropdown, select "Scholarship Parent" option. **In the "Reason:" enter "Parent" then select "Submit'.**

My Applicati	ons			
SAFE Applic	cation Request			
CONTACT INF	FORMATION *Change conta	ct information i	if needed for request purposes only*	
Name:	Gloria Weaver		*Email:	GWeaver12345@Yahoo.com
Phone:	234 - 424-3243]	Extension:	
REQUEST IN	FORMATION			
*Application:	Scholarship	~	*Membership Requested:	Scholarship Parent
			Current Membership:	
*Reason:	Parent			
*Required				Submit

(Figure 21 Parent application request)

Step 6. View of a completed Scholarship Parent access request.



My Applications

	Olaria W.			GWeave	r12345@Yahoo.com	T
Name:	Gloria Weave	er	"Er	nail [Oweave	112545@1800.000	
hone:	234 424-32	43	Extens	ion:		
REQUEST IN	FORMATION	1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 - 1997 -				
Application:		~	"Membership Requested:		~	
	In the reason bo state the school or 22+). If you ar state the school	x, If you are a student, name and program (ADP re a school employee, name and your job title.	Current Membership:			
Reason:						
					4	
Required					// Submit	
Required					Submit	
Required					Submit]
Required					Submit	
Required					Submit	
Required					Submit	
Required	Application	Membership Request	ed Requested Approv Date By	ed Processed Date	Submit Submit	Status

(Figure 22 Parent completed the application request)

Please Note: If nothing appears in the "Membership Requested" drop down, this means you already have that access, and you should see "Current Membership:" message noted in the red box below.

Name:	Gloria Weaver		*Email: GWeaver12345@	yahoo.com
Phone:	614 - 555-1212		Extension:	
REQUEST IN	FORMATION			
Application:	Scholarship	 Membership Requ 	iested:	~
		Current Membershi	ip: Scholarship Parent	
Reason:				

(Figure 23 Request for access was previously granted)

ALERT: Scholarship parents should NEVER select "Scholarship Provider Application" as a request for access.



Name:	Bobtester User	*Emai	ll: bobj4172@yahoo.com
Phone:	614 - 555-1212	Extension	n:
REQUEST INF	ORMATION		
Application:	Scholarship ~	*Membership Requested:	Scholarship Provider Applicant
	In the reason text box please define your entity (nonpublic school, public school, business owner, certificated professional, etc.) and your job title.	Current Membership:	
Reason:			R.
Required			Submi

(Figure 24 Parent's should not request a provider role)

In OH|ID you will now find the Scholarship Programs application that you requested.



(Figure 25 Scholarship Income Verification Tile)

The parent/guardian is now ready to access the Scholarship Programs application.



Scholarship Programs Application

Step 1. Select the "Scholarship Programs" application from My Apps within OH|ID.



(Figure 26 Scholarship Programs Tile)

The scholarship parent dashboard should now be displayed. If this is your first time accessing the scholarship system or if you have not yet verified your child's data, click the link to verify your child.



(Figure 27 Scholarship Parent Dashboard)

Step 2. Read the disclaimer for use of the ode parent portal located at the bottom of the page. Once you have read the disclaimer in its entirety you may begin the verification process.

In the parent verification details box illustrated below a partial of your child's name should appear. Please enter your child's date of birth in the following format: MM/DD/YYYY. Once the date of birth has been entered, the system will determine if the date entered matches the student's online application record.



ack to Dashboard		
arent Verification Detail(s)		
STUDENT NAME	DATE OF BIRTH	VERIFICATION STATUS
GI####k, Sa#######a	MM/DD/YYYY	Ø Unverified
Ho###n, Au#####n	MM/DD/YYYY	O Unverified
Ho###n, Au#####n		O Unverified
isclaimer for use of ODE Parent P	ortal	

If the date of birth matches, the Verification Status will be updated to Verified. If the date of birth entered does not match our records, an invalid date of birth message will display. You will then have another opportunity to re-enter the date of birth. If after multiple attempts you are unsuccessful with verifying your child, please contact the scholarship office for assistance.

If you have multiple children participating in the scholarship programs, complete these steps until all children have been verified.

Step 3. Once your child is in Verified status, click the Back to Dashboard button.

Scholarship System Guide

Student Module

Step 1. Use the tabs along the top of your child's scholarship record to view different types of information. Currently, the student application is read-only. If information needs to be updated, please contact your primary provider.

Student	Parent / Guardia	n Applicatio	on	IEP	Docs	Status / Flags	Comments / History	
Student	Parent / Guardian	Application	IEP	AEP	Docs	Status / Flags	Comments / History	

(Figure 29 Student Application Tabs. AEP tab is only applicable to Autism Scholarship)



Tab	Description
Student	This tab contains basic student information (student name, date of birth, etc.)
Parent/ Guardian	This tab contains the information of the primary and second parent/guardian.
Application	This tab contains information related to the student's provider and district of residence.
IEP	This tab contains information related to your child's Individualized Education Program (IEP dates, summary, services, goals/objectives, etc.).
AEP (Autism Scholarship Only)	This tab contains information related to your child's Autism Education Plan (AEP start date, summary, services, goals/objectives, etc.).
Docs	This tab contains documents related to your child's scholarship (scholarship application, IEP, Acceptance Form, etc.).
Status/Flags	This tab contains information related to the current status of your child's application.
Comments/ History	This tab contains comments from the provider, district or scholarship office.

(Figure 30 Student Application Descriptions)

Finance Module

Once your child's scholarship is in Accepted status, you can view the finance module of the scholarship record.

Step 1. To access your child's finance information, click the *View Finance Details* button (illustrated below). The finance section of your child's scholarship record should now be displayed.

Period: Autism FY 2022	Type: Renewal	Status: Accepted	NEXT> V	iew Finance Details
			Back to st	udent search results

(Figure 31 View Finance Details)

Step 2. Use the tabs along the top of your child's scholarship record to view different types of finance information.

ALLOCATION FORM PROGRESS REPORT INVOICE ACCOUNTSUMMARY PAYMENT FINANCE DOCS

(Figure 32 Finance Details Tabs)



Tab	Description
Allocation Form	This tab contains the amount of the scholarship that allocated to each provider. This tab also contains the monthly allocations, quarterly caps and monthly caps.
Progress Report	This tab contains the quarterly progress reports.
Invoice	This tab contains the monthly invoices submitted by each provider.
Account Summary	This tab contains a record of accepted invoices and payments.
Payment	This tab contains a record of the scholarship payments including payment status and payment dates.
Finance Docs	This tab contains a copy of the Reallocation Form (if applicable).

(Figure 33 Finance Details Descriptions)

PROGRESS REPORT

Providers submit progress reports on a quarterly basis through the online scholarship system. Progress reports are due at the end of September, December, March and June. The progress reporting quarters are as follows:

- Summer Quarter: July September
- Fall Quarter: October December
- Winter Quarter: January March
- Spring Quarter: April June

To view and print a progress report, complete the following steps:

Step 1. Select the Progress Report tab (illustrated below).



(Figure 34 Progress Report Tab)



Step 2. Next, select the Generate Annual Progress Report button (illustrated below).

ALLOCATION FORM	PROGRESS REPORT INVOICE	ACCOUNT SUMMARY	PAYMENT FINANCE DOCS	FINANCE COMMENTS			
QUARTER	PROVIDER		STATUS	SUBMITTED DATE	GOTO	DELETE	PRINT
Spring 2022	Heartland Christian School	Progress Report Accepted		5/24/2022 10:10:03 AM	ø	Î	9
Winter 2022	Heartland Christian School	Progress Report Accepted		3/14/2022 2:24:43 PM	ø	Î	9
Fall 2021	Heartland Christian School	Progress Report Accepted		12/8/2021 12:04:30 PM	ø	Î	e
Summer 2021	Heartland Christian School	Progre	ss Report Accepted	9/23/2021 2:26:42 PM	ø	Û	e
				Add Quarterly Progress Repo	Gene	rate Annual Prog	gress Report



Step 3. The progress report should now be displayed. Select print.



(Figure 36 Progress Report Generated)

INVOICE

Providers can invoice monthly, quarterly, etc. The invoicing window for providers opens every month on the 1st and closes on the 10th. Providers can invoice for any previous month in the scholarship year. Special education services can be invoiced individually within the same invoice.

To view and print an invoice, complete the following steps:

Step 1. Select the Invoice tab	(illustrated below).
--------------------------------	----------------------

	PROGRESS REPORT	INVOICE	ACCOUNT SUMMARY	PAYMENT	FINANCE DOCS	FINANCE COMMENTS	
(Figure 37 Invoice Tab)							



Step 2. Click the magnifying glass icon ⁽²⁾ in the GO TO column to access your child's invoices.

	ESS REPORT	INVOICE	ACCOUNT SUMMARY	PAYMENT	FINANCE DOCS	FINANCE COMM	IENTS		
Scholarship: 7/1/2021 - 6/30/20	22	Total Alloca	ited: \$31,500.00	Total Invo	iced: \$31,500.00	Total Paid: (\$	31,500.00)	Total Remainin	g: \$0.00
10 invoice(s) returned Total Requested: \$31,500,00, Total Approved: \$31,500,00									
*- indicates Invoice is an Adjustment									
INVOICE NAME APP	D PROGRAM PERIOD	PROVIDER IRN	PROVIDER	STATUS BIL Cì	LING DATE CLE SUBMITTED	REQUESTED AMOUNT	ODE APPROVED AMOUNT	TO BE PAID (OR) REFUNDED	GOTO PRINT
· · · ·			Î.		i				1 1



Step 3. View services invoiced by staff and costs per month. Providers are required to give parents a fee schedule, which lists the costs of services.

_	Invoice 🐻 💷					
l	_ ~					
		Service	Service Start	Service End	Staff	Amount
		Education Services	8/18/2021	8/31/2021	Anabel McFadden	\$2,362.50
		Intervention Services	8/18/2021	8/31/2021	Alexis McCabe	\$393.75
		Aide Services	8/18/2021	8/31/2021	James Donald	\$393.75
					Total amount requested in this Invoice:	\$3,150.00

(Figure 39 Services Listed on Invoice)

Step 4. Click <u>CLICK HERE TO VIEW DETAILS</u> to learn more about the invoice details.

CLICK HERE	TO VIEW DETAILS
Amount to be paid by ODE for this Invoice	\$3,150.00

(Figure 40 Click Here to View Details)

Step 5. The invoice details are current as of the last invoice submitted by the provider(s).



CLICK HERE TO HIDE DETAILS

Invoice details as of 9/2/2021 8:54:45 AM	
1) Total Annual amount allocated to the Provider in the Allocation Form	\$31,500.00
2) Total amount previously invoiced by the Provider	\$0.00
3) Total amount remaining for the Provider (<i>subtract</i> line 2 from line 1)	\$31,500.00
4) Amount allocated for the Provider in the Allocation Form for Aug 2021 Billing Cycle	\$3,150.00
5) Total amount previously invoiced by the Provider in Aug 2021 Billing Cycle	\$0.00
6) Total amount remaining in Aug 2021 Billing Cycle (Subtract line 5 from line 4)	\$3,150.00
7) Amount available for the Provider for this Invoice before carry forward (use lower amount from line 3, line 6)	\$3,150.00
8) Amount carried over	\$0.00
9) Total amount available for the provider for this Invoice (add line 7, line 8)	\$3,150.00
10) Total amount requested by the Provider for this Invoice	\$3,150.00
11) Total amount Approved by ODE in Aug 2021 Billing Cycle <i>(use lower amount from line 9, line 10)</i>	\$3,150.00
Amount to be paid by ODE for this Invoice (<i>use line 11</i>)	\$3,150.00

(Figure 41 Invoice Details)



Contact Information

Autism Scholarship

Autismscholarship@education.ohio.gov

Jon Peterson Special Needs Scholarship

Peterson.scholarship@education.ohio.gov

If you have questions, please call our office line at 614-728-3480.

*For assistance with your OH|ID account, please contact the OH|ID helpdesk at 614-644-6625.

