

APPEAL PROCESS FOR DENIAL OF EDUCATION SERVICE PROVIDER

GENERAL

The scholarship organization is required by law, to make an appeal process available for education service providers deemed ineligible to participate in the EFA program. The process is as follows.

PROCESS

Step 1 - Internal Appeal Process

After you are notified by the scholarship organization that you are not eligible, you may appeal the decision if you believe this decision to be in error. Please entitle your email "***Appeal for Reconsideration of Education Service Provider***" to nhapprovals@scholarshipfund.org. The appeal must include the reason for the appeal and any documentation to support your request. Please email the appeal request and documentation to nhapprovals@scholarshipfund.org. You may be contacted if the scholarship organization has additional questions or requires additional information or documentation.

Step 2 - The Parent and Education Provider Advisory Commission

If you have completed the Internal Appeal Process and have been found to be ineligible, you may appeal to the Parent and Education Service Provider Advisory Commission. The request for appeal must be mailed to the scholarship organization's Director of Policy and Compliance within thirty days of receipt of the Notice of Ineligibility.

The appeal must include the reason for the appeal and any documentation which will support your request. The provider will be notified in writing of the Commission's decision. You may be contacted if the scholarship organization has additional questions or requires additional information or documentation. All appeals will be deemed as sent on the date of postmark.

All dates on responses will be deemed as sent on the date of postmark.

Please send appeal requests to the following:

CSF New Hampshire
Director of Policy and Compliance
180 Loudon Road
Concord, NH 03301

An education service provider may also appeal the scholarship organization's decision directly to the NHDOE pursuant to Ed 200, which can be found on the New Hampshire Department of Education's website.

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