



Children's Scholarship Fund

New Hampshire

Education Freedom Account Parent Handbook

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Introduction

What is an Education Freedom Account?

Education Freedom Account (EFA) means the account to which scholarship grants are allocated by the State of New Hampshire and administered by the scholarship organization to the parent of an EFA student to pay for qualifying education expenses used to educate the EFA student. Qualified educational expenses include such things as tuition at the school of their choice, tutoring, online learning programs, educational supplies, curriculum, technology, and other educational expenses.

The Children's Scholarship Fund (CSF), a nonprofit charity organization, has been authorized by the State of New Hampshire to administer these accounts. EFAs are empowering families to personalize their children's education in new and exciting ways, allowing New Hampshire students the opportunity to find the learning environment that best fits their needs.

Purpose of the Handbook

This handbook is designed to help families understand the policies, procedures, and responsibilities associated with the EFA program. It serves as a step-by-step guide for how to apply, use, renew, and comply with program rules. A full list of qualified expense categories and examples of prohibited items and categories can be found later in this handbook.

Updates to the Handbook

The Parent Handbook is reviewed and updated by CSFNH on or before August 31 each year. While CSFNH makes every effort to avoid unnecessary changes, updates may be made as needed to reflect:

- Changes in state law or administrative rules
- Clarifications from the New Hampshire Department of Education
- Improvements in operational practices
- Clarifications based on parent feedback or vendor updates

How to Stay Informed

Parents and students are encouraged to visit <https://nh.scholarshipfund.org> to stay abreast of important news. CSF will email you from csfnh@scholarshipfund.org when there are important updates. You can also see these updates and the emails in your ScholaVia Application Dashboard. Please add csfnh@scholarshipfund.org to your safe senders list to be sure that you are not missing important updates.

Eligibility

To qualify for the Education Freedom Account (EFA) program, families must meet the following criteria:

- The parent and student must be New Hampshire residents
- The student must be eligible to enroll in the student's local public elementary or secondary school (K–12)
- Students must be 5 years old by September 30 of the given school year
- Families must reapply annually and submit the student's Record of Educational Attainment by July 15 each year
- Parents must sign an annual agreement outlining program terms (see Requirements of Accepting EFA Funds).

Who is NOT eligible for the EFA program?

Students cannot participate in the EFA program if they are enrolled full-time (more than 50% of instructional time) in either:

- A local district public school
- A chartered public school, (including VLACS)

If your child becomes ineligible after enrolling in the EFA program (for example, by enrolling full-time in your resident district public school or a public charter school), **you must** notify us by logging into your [ScholaVia Application Dashboard](https://nhefa.scholarshipfund.org/) and exiting your child.

<https://nhefa.scholarshipfund.org/>

If you fail to exit your student, **you are liable** for any State funds that you spent that your student was not entitled to under the law.

Enrollment Cap

The State legislature has set a maximum enrollment cap of 12,500 EFA students for the 2026-27 school year. The enrollment cap does not apply to students that meet the eligibility requirements of one or more priority groups as explained below. In the event that the EFA program reaches 90% of the enrollment cap in any given year, the enrollment cap will be raised by 25% the following school year. In 2027-28 the cap will be raised to 15,625 students.

Priority Groups

Priority Groups

The priority groups below are not subject to the annual enrollment cap. Priority groups may apply at any time during the school year regardless of whether or not the enrollment cap has been met. The total grant amount may be prorated depending on the student's date of enrollment in the EFA program. (*see STU-09 Priority Guidelines Policy*)

These groups include:

1. Students currently enrolled in the EFA program.
2. Sibling of a student currently enrolled in the EFA program.
3. Child with disabilities as defined by RSA 186-C:2.
4. Student whose family income is less than or equal to 350 percent of the federal poverty guidelines.

A student currently enrolled in the EFA program

If your student is currently enrolled in the EFA program, you will submit your student's requalification application including the student's Record of Educational Attainment, proof of New Hampshire residency and any other required documentation.

A sibling of a student currently enrolled in the EFA program

If you have a child currently enrolled in the EFA program and you submit an application to enroll a new child that is in your household, the new child is eligible for priority status due to their sibling.

A child with disabilities as defined by RSA 186-C:2

If your student was identified and evaluated by a school district and determined to have a qualified disability, and is eligible for special education services, your child will be eligible for priority status.

A student whose family income is less than or equal to 350 percent of the federal poverty guidelines.

If your family has an income at or below 350% of the federal poverty line, you have the option of submitting financial information in order to verify your eligibility and to be prioritized for an EFA.

Financial information includes:

- Current year Federal 1040 tax return or
- SNAP /TANF Benefit Letter or
- Social Security or VA Benefit Letter with IRS Verification of Non-filing

Priority group status is determined based on the eligibility criteria established for each priority group. There is no appeal process for priority group status. If a student does not meet the requirements for a priority group, or the required documentation is not provided to verify priority eligibility, the student will not receive priority status. This does not prevent an otherwise eligible student from participating in the EFA program through the standard enrollment process, subject to requirements and space available.

How to Apply

Apply for the EFA program using ScholaVia at: <https://nhefa.scholarshipfund.org/>

Important Reminder

EFA Application Deadlines: Applications are rolling. However, to receive a 100% EFA grant, your completed application and supporting materials must be complete and verified by July 15 of the given year.

Establishing Proof of New Hampshire Residency

Before a student can be enrolled in the EFA program, proof of New Hampshire residency must be established by presenting the required documentation. A P.O. Box may not be used to verify New Hampshire residency.

Methods which can be used to verify your NH residency include:

Proof of New Hampshire Residency

Provide either **one Primary** document OR **two Secondary** documents:

Primary (submit one)

- Utility bill (water, electric, gas, cable, landline phone, internet) issued within the past 90 days
Note: Wireless bills are NOT accepted.
- Address Confidentiality Program (ACP) identification card
- Government Documents - Medicaid or SNAP showing your name and address
- Tax Return
- Paystub (issued within the past 60 days)

Secondary (submit two)

- Valid New Hampshire Driver's License
- State-issued Identification Card
- W2
- Mortgage statement
- Rental or Lease Agreement
- Property Tax Bill or other Town/ City documentation
- Vehicle Registration
- Legal Guardianship, Foster Care, or DCYF documentation
- Bank Statement
- Permanent Change of Station (PCS) Military Orders
- Signed and notarized Affidavit of Shared Residence from the property owner (not a roommate)

Student Documentation

Student age must be verified prior to enrollment in the EFA program. Student age can be verified using one of several methods below.

Student Documentation (Required) (One per Student)

- Birth certificate for each student
- State issued ID (driver's license or non-driver ID) for each student
- Certificate of Live Birth
- Other government-issued document showing the student's legal name and date of birth, subject to program administrator approval

Differentiated Aid

Qualifying for differentiated aid provides eligible students with additional EFA grant funding, each certain individual factor. (see: [STU-16 Qualifying for Differentiated Aid](#))

The factors that qualify a student as eligible for differentiated aid are:

- Verification of household income at or below 185% of the federal poverty line;
- Verification that the student has been identified as an English Language Learner;
- Verification that the student is a student with a qualifying disability.

Household income at or below 185% of Federal Poverty Line

To be eligible children must live in families with incomes at or below 185% of federal poverty guidelines. Families must qualify annually by providing annual financial documentation for the additional grant funds. Financial verification can be done using several methods:

- Current Federal 1040 tax return or
- SNAP / TANF Benefit Letter or
- Social Security or VA Benefit Letter with IRS Verification of Non-filing

English Language Learners Grant

English Learner Grant means eligible students who have a predominant language other than English or who are educationally disadvantaged by a limited English proficiency, and who participated in the annual assessment of English language proficiency at a public school and score below 4.5.

Students with a Disabling Condition

To qualify for special education differentiated aid under RSA 194-F for the purposes of an EFA, the student shall meet the requirements of a child with a disabling condition, as defined in 34 CFR 300.8.

Please note: Qualifying for differentiated aid, is different than qualifying for the EFA priority group "A child with disabilities as defined by RSA 186-C:2" (see: [STU-09 Priority Guidelines Policy](#)).

Evidence of Eligibility for the Purpose of Differentiated Aid May be Verified By

- Providing a copy of the eligible student's IEP/ISP developed by a public school district at any time in the child's educational career.
- Providing a signed copy of the current *Medical Certification of Disability Form* by a licensed medical professional.
- Providing documentation by a licensed medical professional certifying the student's disability. This documentation should contain the fields listed on the Medical Certification Form

Parents of Students with a Qualifying Disability

If you have a student with special needs, please see the following document, "Special Education Eligibility and NH Education Freedom Accounts (EFA)" for more information.

https://www.education.nh.gov/sites/g/files/ehbemt326/files/inline-documents/sonh/efa-for-students-with-disabilities_0.pdf

Completed Application

The application is considered complete once the online application is submitted and all of the supporting documents, attestations, and certifications have been verified by CSF. If CSF identifies missing or incomplete information, CSF will contact the parent/guardian to request the required information. It is critical that the parent/guardian respond by submitting the required information because the application cannot be considered complete until CSF receives and verifies the missing or incomplete information. Within 30 days of receipt of a completed student application, CSF will confirm with the parent or guardian that the application is complete.

Student Date of Eligibility

The student's date of eligibility refers to the date which the student's application was complete and verified by CSF. This date is used in order to calculate invoice and receipt eligibility. After your student is approved for the EFA program, you will receive an email from CSF that states *"We are happy to inform you that your 2026-27 application for an Education Freedom Account (EFA) for 'student name' is complete and verified."* Receipts and/or invoices dated on or after the date of this email may be submitted for approval. The ScholaVia Application Dashboard contains your student's estimated award as well as their eligibility date.

Any items or services purchased or paid for prior to the student's date of eligibility are not eligible to be paid for with EFA funds. (For example, if your student's date of eligibility is 8/1/26, but you purchased supplies on 6/15/26, those supplies and the receipt would not be eligible to be processed using EFA funds).

How to Update/Change your Address

For your security, always use the email address used on your application. We are unable to respond or make changes from alternate emails. CSF must receive proof of address change prior to making any update to your account (see: STU-20 Procedure to Update Address on File)

Please choose one or more of the documents listed under “Establishing Proof of New Hampshire Residency” and email the document/s to csfnh@scholarshipfund.org with the subject line “Change of Address”. After your identity and address have been verified, your new address will be updated in the [ScholaVia Application Dashboard](#) and in ClassWallet.

Do not contact ClassWallet to request a change of address. ClassWallet cannot update your address without prior authorization from CSF.

How to Update/Change your Email

For your security, CSF will need to verify your identity prior to making any update to the email on file (see: [*STU-21 Procedure to Update Email Address on File*](#))

Please email csfnh@scholarshipfund.org with the subject line “Please update my email address.” You will be contacted by CSF in order to verify that you initiated the update. After verifying your identity, CSF will update your email in the [ScholaVia Application Dashboard](#) and in ClassWallet.

Do not contact ClassWallet to request a change of email address. ClassWallet cannot update your email address without prior authorization from CSF.

Requirements of Accepting EFA Funds

Program Agreement and Certification Statement

New Hampshire law requires parents and guardians to sign an annual program agreement. By signing the agreement, the parent or guardian certifies, under the pains and penalties of perjury, that the information in their application is accurate and that they will comply with all EFA program rules and requirements.

EFA Program Agreement

- *I agree to allow Children's Scholarship Fund and the education providers where I have enrolled my child to share information.*
- *I agree to provide an annual record of educational attainment by July 15th of each school year by: A. Providing the results of a standardized achievement test to the scholarship organization OR B. Having the student take the statewide student assessment test OR C. Providing a letter showing proof of a portfolio evaluation to the scholarship organization (you will have the opportunity to submit when renewing your EFA application annually).*
- *I understand that funds in the EFA may only be used for eligible qualifying expenses used to meet the individual educational needs of the eligible student named on the account. I understand that funds may not be shared between students, and that I am liable for, and will return, any funds that were spent erroneously. (For qualifying expenses, see the EFA parent handbook on the [CSFNH website](#).) I understand that I will be required to submit receipts or other evidence to demonstrate appropriate use of EFA funds.*
- *I agree to provide an education for the EFA student in the core knowledge domains that include science, mathematics, language, government, history, health, reading, writing, spelling, the history of the constitutions of New Hampshire and the United States, and an exposure to and appreciation of art and music (or choose a school or education provider to do so).*
- *I agree not to enroll the EFA student as a full-time student in their resident district public school or full-time in a public charter school while participating in the EFA program. I agree to immediately notify Children's Scholarship Fund and complete an EFA student withdrawal form in the event that the student enrolls full-time in the student's resident district public school or full-time in a chartered public school. I understand that if I fail to exit the student that I am liable for any EFA funds that were spent that the student was not entitled to under the law.*
- *I understand that failure to comply with this annual agreement may result in the loss of an EFA.*

- *I, the parent, and student applicants, are New Hampshire residents, and intend to continue as residents of New Hampshire during the current school year. I agree to notify Children's Scholarship Fund immediately upon any change in my residency or the residency of the applicant. I understand that the scholarship organization may close the EFA account and refund any remaining funds to the state treasurer if I fail to comply with the terms of this agreement, or if my eligible student ceases to be eligible for the program.*
- *I agree to comply with the rules and requirements of the EFA program. (For rules and requirements, see the EFA Parent Handbook and EFA Policies and Procedures on the [CSFNH website](#).)*
- *I agree to release this scholarship organization from any and all liability in its efforts to provide this EFA.*
- *I agree to allow pictures and videos of my child to be taken and used for promotional and fundraising purposes. (optional)*
- *I understand that if my child is currently registered as a "home education student" and qualifies for an Education Freedom Account (EFA), my daily routine may look much the same but legally, my child will now be considered an "EFA student", not a home education student, under New Hampshire law. I understand that my home education program under RSA 193-A will be terminated and that I must notify my child's prior participating agency upon participation in the EFA program.*
- *I certify that under the pains and penalties of perjury, to the best of my (the parent's) knowledge and belief, all information contained in this document is true, accurate, and complete.*
- *I consent to signing this document electronically*

Students within the Department of Corrections

Students in the special school district within the department of corrections established in RSA 194:60, are not eligible.

Homeschoolers

If your child is currently registered as a home education student and qualifies for an Education Freedom Account (EFA), your daily routine may look much the same — but legally, your child will now be considered an EFA student, not a home education student, under New Hampshire law.

What changes legally

- The EFA program meets New Hampshire’s compulsory education law requirements, so you no longer report to your previous “participating agency” (such as your local school district) for home education compliance.
- Instead, CSF will officially report your child as an EFA participant to the New Hampshire Department of Education.
- If your student is accessing public school programs pursuant to RSA 193:1-c, a parent shall notify the resident district that the student is now participating in the EFA program (RSA 194-F:2, IX).

What stays the same in practice

- Parents may still educate their children at home.
- Families retain control over curriculum, scheduling, and instruction, provided the education meets the core knowledge domains required by law (science, mathematics, language, government, history, health, reading, writing, spelling, the history of the constitutions of New Hampshire and the United States, and exposure to art and music).

Grounds for Disqualification

YOU MUST EXIT A STUDENT IMMEDIATELY if one of following occurs:

- Student who is a recipient of an EFA enrolls full-time at your resident district public school.
- Student who is a recipient of an EFA enrolls full-time at a public charter school, including The Virtual Learning Academy Charter School (VLACS).
- Student who is a recipient of an EFA moves out of state.

Upon the occurrence of any of the above events, the student is no longer eligible for funding and you must exit your child in the [ScholaVia Application Dashboard](#) .

Funding for Education Freedom Accounts

The State of New Hampshire will disburse funds to CSF for the eligible student's EFA account 4 times during the state fiscal year. Funds become available approximately two weeks after the State releases funds in mid-September, mid-November, mid-January, and mid-April.

EFA disbursement schedule

- September - 20%
- November - 20%
- January - 30%
- April - 30%

Once an EFA is established, the account shall remain open and any unused funds shall roll over from quarter-to-quarter and from year-to-year until the parent or guardian withdraws the eligible student from the EFA program or until the EFA student graduates from high school, unless the EFA is closed because of a suspected intentional misuse of funds.

Funding Continuation and Annual Record of Educational Attainment

Parents must reapply and sign the EFA Parent Agreement annually. The EFA law requires that all students renewing the EFA grant must submit the eligible student's annual record of educational attainment documents in order to maintain your EFA and for CSF to continue requesting your grant from NH Department of Education and depositing funds into your child's EFA.

If a participating parent fails to provide a child's annual record of educational attainment to CSF by July 15th, CSF shall not make any additional EFA funds available to the EFA student until the annual record of educational attainment is provided.

What qualifies as a Record of Educational Attainment?

The Record of Educational Attainment is designed to give parents a clear picture of their child's academic progress and achievement. It is a tool for parents to understand how their child is progressing, identify areas of strength, and recognize areas where additional support may be helpful.

Parents can use this information to make informed decisions about their child's education, including whether adjustments to curriculum, instructional methods, learning materials, or other educational supports may be beneficial. The goal is to provide parents with meaningful information they can use to ensure their child's education continues to meet their individual learning needs and supports continued academic growth.

1. A nationally-standardized, norm-referenced achievement test.

Acceptable tests include, but are not limited to:

- California Achievement Test
- NWEA/MAP
- CLT (Classical Learning Test)
- ERB – Milestone

- ERB – CTP
- Iowa – Test of Basic Skills
- PSAT
- SAT
- Stanford Achievement Test

Must include Math and ELA and/or Reading scores.

2. The NH state-wide assessment

Must include Math and ELA and/or Reading scores.

3. **A signed evaluation letter from a teacher of the student's portfolio of work** from the current school year. (Even if a parent is a certified teacher, A parent/guardian may not sign a portfolio evaluation letter for their own child). A copy of your full-time student's report card from a public school outside your resident district or a private school may serve as a record of portfolio review. (add footnote) Your student **MUST** be attending the school full-time; this option is NOT available to part-time students.

What must the evaluation letter include?

- The name and address of the teacher, including state recognized documentation of certification or the name and address of the nonpublic school in which the teacher is currently teaching.
- The date(s) on which the evaluation(s) took place. A description of the work reviewed.
- A summary of the child's educational process; concluding with a statement that the child has or has not made educational progress; and
- The signature of the teacher.

Upload the report to the student's application by July 15th.

Student Report Card

A student report card is also a portfolio evaluation. Students who are attending an approved public school full-time (outside of their home district) or a nonpublic school full-time, may provide a copy of the eligible student's report card in lieu of a signed portfolio evaluation letter. This option is not available to part-time students.

You must upload the student's Record of Educational Attainment to student's application by July 15th to remain in compliance.

General Purchasing Provisions

EFA's are student accounts, they are not family accounts and EFA funds may not be shared between students. Parents may make payments out of their own funds for the costs of educational goods and services not covered by the funds in the eligible student's EFA.

Core Knowledge Domains Parents agree to provide an education for students in the core knowledge domains that include science, mathematics, language, government, history, health, reading, writing, spelling, the history of the constitutions of New Hampshire and the United States, and an exposure to and appreciation of art and music.

Additional Documentation Upon Request CSF reserves the right to request additional documentation at any time in order to verify the allowability and authenticity of a purchase including its receipts, invoices, and other information supporting the educational use of the item or service for the student named on the account. If you are unable to provide additional information upon request your order may be rejected.

Age-appropriate Given the unique and varied needs of students participating in the scholarship program, age-appropriate evaluations are sometimes made. These are primarily focused on minimum age requirements for safety.

3D Printer Filament and Consumables Unreasonably large or bulk purchases of 3D-printer filament and consumables that cannot reasonably be attributed to the student's need are not allowable. Purchases must be reasonable and intended for the student's educational instruction.

Board Games and Puzzles Unreasonably large, bulk purchases, non-academic items or items that blur the lines between student and family entertainment purposes are prohibited. Board games: Items that can be clearly linked to a student's academic learning in core knowledge domains areas such art, math, history, geography, or science are allowable. For example, games such as Clue, Battleship and Hungry Hungry Hippo would not be considered an appropriate use of EFA funds. Puzzles: Items that can be clearly linked to a student's academic learning in core knowledge domains areas such art, math, history, geography, or science are EFA allowable. Unreasonably large, bulk purchases or non-academic items are prohibited. For example, adult themed materials, commemorative.

Cash, Coupon, Gift Card, Point Program and Gift Purchases Cash payments to private sellers are not eligible for reimbursement. CSF cannot reimburse you for items that are purchased with coupons, gift cards, point programs or as gifts.

Decals/Signage and Stickers These are items that are intended primarily for decoration or holidays, self-promotion, business, or entertainment purposes, as well as purchases that cannot be sufficiently connected to the individual student's academic needs in core knowledge domain areas.

Educational Use Educational use is defined as items, practices, or services that support and advance student learning in the core knowledge domains and qualified expense categories enumerated in the EFA law, RSA 194-F.

Educational Field Trips and Admissions EFA funds may be used for a student's individual admission to an educational facility or venue, such as a science, history, or art museum. When submitting the expense, the parent must explain in the order's comment section how the admission supports the student's educational needs. ¹ EFA funds may not be used for

admission or fees to amusement parks, water parks, entertainment venues, or other facilities whose primary purpose is recreation rather than education.

Hand-Written Receipts CSF will not accept hand-written receipts for any reason.

Monetary Benefit A parent, guardian or immediate family member shall not receive a payment, refund, or rebate of EFA funds from an EFA vendor or provider for any reason. A parent, guardian or immediate family member shall not receive EFA funds for the instruction of their own child. A parent, guardian or immediate family member of an EFA student, that is an EFA approved education service provider, shall not receive EFA funds for instruction of the parent, guardian or immediate family member's child enrolled in the EFA program.

Multi-User Items EFA funds are awarded on an individual, per pupil basis and they may not be shared. EFAs are not family accounts. Consequently, funding for multi-user items is not allowable. For example, a child may purchase a computer and a monitor for the computer however a student would be prohibited from purchasing a flatscreen TV for the home.

Orders Must be Shipped to the Address on File ClassWallet orders will only be shipped to the verified mailing address on file.

P.O. Boxes Please note that most ClassWallet vendors do not ship to P.O. Boxes. ClassWallet cannot guarantee delivery of your order if you use a P.O. Box.

Purchase or Manufacture of items for Resale - EFA funds shall not be used to purchase items or materials for resale including items or materials intended for crafting or manufacturing and sale.

Service Providers Must be EFA Approved All providers that provide service or instruction to students must be EFA approved. This includes for the purpose of reimbursement. This requirement cannot be waived. A provider is not required to sign-up with ClassWallet unless the provider would like to accept EFA payments directly from students/families. (Retail vendors are not education service providers and thus not required to sign up for EFA approval (Target, for example).

Student Date of Eligibility A student's "date of eligibility" means the date which the student's application was approved and verified by CSF. This date is used in order to calculate invoice and receipt eligibility. Only receipts and invoices for items and services dated on or after the student's date of eligibility are eligible for processing. This date is available in your ScholaVia Application Dashboard.

Allowable Use Categories of the EFA Grant

Under state law (RSA 194-F II.), parents and guardians of an EFA eligible student have agreed to use the funds deposited into the account only for qualifying expenses used to meet the individual educational needs of the eligible student. The following categories, items and services are allowable uses for EFA funds:

Private school tuition and student fees pursuant to (NH RSA 194-F:2 II.(a))

A private school is a nonpublic school approved for (at a minimum) attendance purposes by the NH Department of Education or by the Department of Education of the respective state in which the school is located. You can find the list of approved NH nonpublic schools here:

<https://www.education.nh.gov/pathways-education>

Eligible fees include:

- Academic services fee
- Activity fee (including music, band, etc.)
- Application/Enrollment/Registration fee
- Athletics fee
- Book fee
- Technology fee
- Test fee
- Uniform fee

Online learning programs, that are non-public/private, tuition and fees pursuant (NH RSA 194-F:2 II.(b))

Online learning occurs when courses take place online instead of in a physical classroom. Online courses may include the core knowledge subjects or may be a holistic comprehensive online school program.

Examples include but are not limited to:

- Acellus Academy
- Outschoool
- Penn Foster High School
- Power Homeschool
- Time4Learning

Tutoring pursuant to (RSA 194-F:2 II.(c))

Tutoring services provided by a certified/accredited individual or a tutoring facility in the core knowledge domains. For example: Government, Health, History, Language, Reading, Writing, Spelling, Mathematics, and Science

Public school classes, curricular and co-curricular programs and services pursuant (RSA 194-F:2 II.(c))

Such services may include enrollment and education at a public school. You can find the list of approved NH public schools here: <https://www.education.nh.gov/pathways-education>

Textbooks, curriculum, or other materials required by the course, program, or lesson pursuant to (RSA 194-F:2 II.(e))

EFA funds may be used for textbooks, curriculum, instructional materials, and supplemental materials that are required for an approved course, program.

Curriculum means the lessons and academic content taught in a specific course, program, or grade level. CSF will determine whether textbooks, curriculum, instructional materials, and supplemental materials selected fall within the core knowledge domains described in RSA 194-F:3, III(d)(1).

The core knowledge domains, described in RSA 194-F:3, III(d)(1), include science, mathematics, language, government, history, health, reading, writing, spelling, the history of the constitutions of New Hampshire and the United States, and an exposure to and appreciation of art and music. CSF may request to view curriculum, program, or grade level learning expectations to ensure compliance.

Examples of allowable purchases include: Textbooks are books, workbooks, educational study materials, and digital material - e-textbooks, e-workbooks, educational videos, etc.

Examples of instructional materials and supplemental materials include:

Musical instruments - To support the core knowledge domain of Music Appreciation

School Supplies

- Calculator
- Bookbags, backpacks, laptop bags
- Math tools, including abacus, compass, protractor, ruler
- Notebooks, folders, binders, printer ink
- Tape, paperclips, stapler
- Writing utensils, pens, crayons, colored pencils, and markers

Athletic Equipment and Passes – Cap \$500 per item.

- Balls (baseballs, basketballs, footballs, pucks, tennis balls, etc.)
- Baseball bat, hockey stick, lacrosse stick, skis, ski poles, tennis racket
- Ballet slippers, cleats, hockey skates, ski boots, wrestling shoes
- Gloves, baseball mitt, helmets, pads/shin guards

Computer Device pursuant to (RSA 194-F:2 II.(f))

Per Administrative Rules Ed 800, an EFA student may purchase (1) one “Computer device” every (3) three years using EFA funds. For the purpose of the EFA program, a “Computer device” is defined as a Laptop or Desktop Computer. Students should purchase a warranty for a computer purchased with EFA funds.

Desktop or Laptop (including Apple/Mac models) - Cap \$3,600
Student Computer Device Build - Cap \$3,600

- A parent/student may elect to build a computer device once every (3) three years using EFA funds in lieu of purchasing a computer device but they do so at their own risk.
- The parent/student must agree to the requirements outlined in STU-05-Computer-Device-Purchase-Policy and Computer Device Build Form.
- Components that are not under warranty, components that are damaged or components that fail, are not eligible for replacement using EFA funds.
- The parent must attach the completed Computer Device Build Form to the student's ClassWallet order.

Technological services and devices pursuant to (RSA 194-F:2 II.(f))

Tablets – Cap \$1,600 per item

- Android Tablet
- iPad
- Chromebooks

Digital Electronic Devices – Cap \$800 per item

(These are generally devices that are used to connect to a computer and to aid in student learning)

- Earbuds, Computer Speakers Headsets, Noise Canceling Headphones, Microphones
- Digital Camera
- Keyboard/Mouse
- Monitor
- Printer/Scanner
- Webcams
- Digital Art/Drawing Tablet
- E-reader

Internet or other technological services Per Administrative Rules Ed 800, internet and technology purchased with EFA funds must be used for the individual EFA student's educational needs.

General household internet is not allowable. A "hot-spot" device that provides internet access for the individual student only, is allowable. Cell phones and cell phone plans are not allowable. Computer repair of a device purchased with EFA is allowable.

Educational software and applications pursuant to (RSA 194-F:2 II.(g))

For example:

- Adobe Products
- Audio and Video Editing Software
- Microsoft Office
- Word processing
- Rosetta Stone

- Yousician
- Grammarly

School uniforms pursuant to (RSA 194-F:2 II.(h))

Only school uniform items are allowable. To qualify as a uniform expense, the item must be specifically required to meet a school's uniform policy. Please include the student's school of attendance in the comments section of any order and upload school uniform policy. General clothing or items intended solely to meet a dress code are not eligible.

Fees for assessments and examinations and tuition and/or fees for preparatory courses for such exams pursuant to (RSA 194-F:2 II.(i))

Allowable expenses include fees for nationally standardized assessments, advanced placement examinations, portfolio evaluations, examinations related to college or university admission or the awarding of credits, and tuition or fees for preparatory courses for such exams. Many of these tests can be taken online for a small fee, with results delivered quickly—helping families to meet the July 15 deadline for submitting the Annual Record of Educational Attainment.

Acceptable standardized tests include:

- California Achievement Test
- CLT (Classical Learning Test)
- ERB - Milestone
- ERB - CTP
- Iowa Test of Basic Skills
- NWEA/MAP
- PSAT
- SAT
- Stanford Achievement Test
- Terra Nova

Education programs; tuition and fees pursuant to (RSA 194-F:2 II.(j))

Tuition and fees for qualifying academic camps and education programs. Examples of qualifying education programs may include but are not limited to summer programs, co-op classes, specialized education including science, technology, arts, health, athletics and physical education. These may include activities where a student participates on a team or enrolls in a class or program. Examples include:

- Baseball/Softball/T-ball
- Basketball
- Cheerleading/Gymnastics
- Co-op / Microschool classes
- Dance
- Debate
- Football
- Hockey/Field Hockey
- Lacrosse

- Language learning
- Martial Arts
- Music Lessons/Instruction
- Nature and field studies
- Photography
- Robotics and Coding
- Skiing
- Soccer / Tennis / Track
- Swimming and Diving
- Theater and Drama
- Wrestling

Career or technical school tuition, fees, instructional materials, and examination fees pursuant to (RSA 194-F:2 II.(k))

This category is for a student that is dual enrolled attending an approved career or technical school /trade school such as an out-of-district Career and Technical Education Center (CTE) while in high school. EFA funds may not be used to pay for career or technical school after the child graduates from high school. [Click here](#) to be taken to the NH Department of Education's website to view a list of NH approved institutions.

For example:

- Electrical
- HVAC
- Nursing
- Plumbing
- Welding

Special education services and therapies (RSA 194-F:2 II.(l))

Educational services and therapies, including, but not limited to, occupational, behavioral, physical, speech-language, and audiology therapies.

Fees for services provided by a therapist who is certified/accredited in educational services and therapies, including, but not limited to:

- Audiology therapies
- Behavioral therapies
- Occupational therapies
- Speech-language therapies

College, University, institution of higher education tuition and fees pursuant to (RSA 194-F:2 II.(m))

This category is for a student that is dual enrolled and receiving both high school and college credit while in high school. EFA funds may not be used to pay for college

classes after the child graduates from high school. [Click here](#) to be taken to the NH Department of Education's website to view a list of NH approved institutions.

Fee-for-service transportation provider, bus fee, for the student to travel to and from an education service provider pursuant to (RSA 194-F:2 II.(n))

An example of a fee-for-service transportation provider is a bus company that transports a child, or a group of children, to an education service provider location for a fee that must be paid by the parent. Ride services such as Uber or Lyft are not eligible expenses. Planes, trains, cruises, boats are not eligible.

Prohibited Items and Categories

EFA funds may not be used for the following items or categories.

Please note that this list is NOT exhaustive.

This list is designed to provide examples of the types of items and categories that are prohibited. If you are unsure if an item or service is prohibited, we suggest using the online Marketplace or Direct Pay methods so that you can avoid making an unallowable expenditure. You may also email us at nhapprovals@scholarshipfund.org if you have any questions.

Paying the Parent, Guardian or Immediate Family Member for their time, expenses or instruction of their own students – For example, family or group memberships, paying a parent, guardian or immediate family member for the child's instruction.

Live Animals – Live animals and items for animals including food, accessories, housing and any other care.

Farm/Gardening/Homesteading Equipment – For example garden beds, greenhouses, soil, garden sand, animal care items, apiaries.

Blades, Knives and non-athletic Equipment and Services – For example, weapons or items with blades, knives, ammunition, firearms, marksmanship, archery, fishing/hunting items and services.

Clothing – Any article of clothing not required by a student's school uniform policy. For example, winter gear and clothing, work-out clothing, underclothes, or footwear. See uniform policy for more details.

Construction Materials & Home Improvement Supplies – For example, adhesive products, nails, bolts, caulking, flooring, glue, plaster, light bulbs, fixtures, insulation, lumber, tiles, house wrap, etc.

Higher Education after Graduation – The EFA is an elementary or secondary school grant program, with a graduation date of June 30th of each year. EFA funds may not be used for materials or courses taken after graduation.

Preschool - The EFA is an elementary or secondary school grant program. Children that are three or four years old are not eligible for an EFA. Students must be five years old by

September 30th of the given school year. EFA funds may not be used for preschool type programs or materials before EFA enrollment is allowable.

Cell Phones - Cell phones and cell phone plans, cell phone accessories, smart watches, smart glasses, smart rings are prohibited.

Family/Group Memberships and Subscriptions – For example, memberships for more than the individual student are not allowable. All student memberships must be itemized in each receipt/invoice.

Food and Kitchenware – For example, food, ingredients, snacks, drinks, meal kits, lunch fees, kitchen and cookware, lunch boxes, water bottles, thermoses are not allowed.

Household Electronics – For example, modems/routers/Wi-Fi extenders, drones, radios, walkie-talkies, televisions, smart home devices, ham radios, radio scanners, CB Radios, surround sound systems, PA/outdoor speakers, karaoke machines, video games, video gaming consoles and accessories, household appliances are not allowed.

Household General – Household items or materials to make household items, this includes soap, candles, resin projects, bulk crafting supplies, cleaning products, storage, batteries are not allowed. Wall fixtures, décor, flags are not allowed.

Furniture – For example, bookcases, shelves, chairs, desks, tables, partitions, etc.

Personal Items or materials to make personal items. For example, medical equipment, underclothing, makeup/personal care, smart devices, watches, jewelry, hygiene products are not allowed.

Manufacturing machines - For example, CNC machines, Cricut machines, foundry, furnace and kilns, cutting/welding/torch machines, laser engravers, are not allowed.

Purchase or Manufacture of items for Resale or Gifting - EFA funds shall not be used to purchase items or materials for resale or gifting.

Multi-user Items – Items made for multiple people to use, for example, bulk crafting supplies, tennis/volleyball nets, hockey/soccer goals, large athletic equipment.

Recreational Items– For example, items for camping, hiking, fishing, scuba, swimming, snorkeling, hunting, water sports, large exercise equipment, large trampolines, pools, pool tables.

Live entertainment - Amusement parks, bowling, tickets for theatre, opera, ballet, and concerts are not allowed.

Streaming Services & Podcasts - For example, Masterclass, Disney, Curiosity Stream, NatGeo, and Spotify are not allowed.

Trips and Travel – For example, trips outside the U.S., class trips, senior trips, recreational trips are not allowed. Services like Lyft and Uber, plane/train tickets, parking and mileage is not allowed.

Toys – For example, action figures, dolls, playsets, stuffed animals, Lego and Lego-like building, robots, and remote-control vehicles are not allowed.

Some school fees not allowed – For example, fees that are not defined as academic in nature or identifiable, before care and after care, donation fee, fundraising fee, dress down days, dance/prom fee, fair share calendar, food including breakfast and lunch, general fees, school store items like for food/snacks/beverages, comprehensive fees, and parking fees, are not allowed.

How to Access EFA Grant Funds

EFA grant may be accessed by families through the digital wallet and payment platform, with oversight by CSF. This platform eliminates the need for a paper reimbursement process and gives EFA families a nimble way to purchase educational goods and services. Using the digital wallet platform, parents and guardians will be able to use funds in the EFA to make purchases of approved education expenses and manage all aspects of their account in one secure location.

Your real-time EFA student balance will be readily accessible and viewable at all times in the digital wallet. You will be able to view your transaction history, including date and time, amount deposited or used, and any education service providers.

How to Get Started

In order for a parent to access the EFA grant, the digital wallet provider, at CSF's request, will create a secure user account on the digital wallet payment platform for eligible students. Once an eligible student's EFA account has been created by CSF and the digital wallet provider, the parent will receive a "Welcome" email from the digital wallet provider instructing them how to access the account.

The digital wallet platform allows parents and guardians to upload invoices for tuition and fees directly to the payment platform for processing. It also allows parents and guardians to purchase materials necessary for the eligible student's education directly from a marketplace of pre-approved online vendors.

Approval of Expenditures

The digital wallet platform is an approval-based system. The system prevents the need for parents to make "out-of-pocket" expenditures and provides for maximum integrity of the program.

There are three methods of spending EFA Funds

- Marketplace Orders
- Direct Pay Orders
- Reimbursement Orders

When an EFA parent or guardian initiates a transaction, such as uploading an invoice for tuition or purchases items through the education marketplace, the transaction is directed to a queue for approval by CSF. Each EFA transaction processed through the digital wallet platform is independently approved or denied by CSF's compliance personnel according to the allowable use of funds. Should an item or expenditure be denied for any reason, the reason for the denial will be communicated to the EFA holder by CSF staff via the digital wallet platform user interface and funds will be returned to the student's wallet.

Marketplace Orders

The ClassWallet (CW) online marketplace is by far the fastest and easiest method to use EFA funds. Marketplace allows parents to purchase EFA allowable items & materials directly from dozens of retailers using EFA funds directly from their student's CW account and avoid making out-of-pocket payments. (For example, Amazon is a member of the CW online marketplace).

Parents can order EFA allowable items such as books, curriculum, computers, school supplies, etc.

All marketplace orders are placed in an order approval queue until the order is reviewed. An order may be approved, denied, placed on incomplete, or on hold while we request more information. If an order is denied for any reason, you will be notified of the reason. Please do not hesitate to contact us at nhapprovals@scholarshipfund.org if you have a question about item allowability.

Please note: The system does not allow CSF staff to delete individual items from your cart. If you include a prohibited item to your chart, the order will be rejected and the item that did not qualify identified to you so that you can reorder the other items.

Direct Pay Orders

Direct Pay orders are used to pay an EFA-approved education service provider or retailer directly from your student's EFA and avoid making out-of-pocket payments. Direct Pay Orders are fast and efficient. Direct Pay orders are held in an order approval queue until the order is reviewed. An order may be approved, denied, placed on incomplete, or on hold while we request more information. If an order is denied for any reason, you will be notified of the reason. Please do not hesitate to contact us at nhapprovals@scholarshipfund.org if you have a question about item allowability.

All Direct Pay Education Service Provider invoices must be accurate and contain at a minimum:

- School / Provider Name
- Student Name
- Description of Item or Service Purchased (We must be able to determine what the expense is for and that it is allowable.)
- Date of Invoice (Month/Day/Year) and/or Date of Service (for example, dates of tutoring sessions for tutors, school year for school tuition.)
- Amount Due (amount due per pupil, not per family.)

All Direct Pay Retailer Invoices Must Contain:

- Retailer or Vendor Name
- Date of Invoice (Month/Day/Year)
- Description of Item or Service Purchased (We must be able to determine what the expense is for and that it is allowable.)
- Amount Due

It is preferable that invoices and receipts contain a unique identifier such as invoice number. If they do not, or any data is missing or ambiguous you may be asked for additional documentation.

Reimbursement

All requests for reimbursement must include sufficient documentation of an EFA allowable educational purchase. The reimbursement process generally takes longer than the approval or denial of a Marketplace and Direct Pay order due to the level of due diligence which CSF must perform in order to verify each receipt. For faster processing and to avoid out-of-pocket

payments, parents are encouraged to use the online Marketplace or Direct Pay whenever possible.

All Reimbursement Education Service Provider receipts must be accurate and contain at a minimum:

- School / Provider / Name
- Student Name
- Description of Item or Service Purchased (We must be able to determine what the expense is for and that it is allowable.)
- Date of Receipt (Month/Day/Year) and/or Date of Service (for example, dates of tutoring sessions for tutors, school year for school tuition.)
- Date Paid and Amount Paid (date and amount paid specified per pupil, not per family)

All Reimbursement Retailer Receipts Must Contain at a Minimum:

- Retailer or Vendor Name
- Date of Receipt (Month/Day/Year)
- Description of Item or Service Purchased (We must be able to determine what the expense is for and that it is allowable.)
- Amount Paid

How to Add your Education Service Provider

Some families have established relationships with education service providers such as schools, tutors, and/or vendors which they would like to continue and to pay using EFA funds. The EFA program requires that all Education Service Providers that have direct contact with students be pre-approved and placed on the “Approved Provider List.” This requirement also applies to reimbursement orders. The New Hampshire EFA law requires that CSF post the list online.

In order for you to pay your chosen provider using EFA funds, or submit an order for reimbursement, the provider must be on the approved provider list. This is a simple two-step process and there is no cost to you or the provider.

Step 1. Ask your provider to complete the registration form, including uploading their credentials. Examples of credentials include but are not limited to: copy of applicable licenses, resume, teaching certifications, work history, and proof of education degrees or certificates.

Step 2. After the application has been approved by CSF, the provider will receive an email with a link to the ClassWallet website and the required next steps. The provider will follow the instructions in that email to set up their ClassWallet account and verify their banking information.

Once the provider’s banking and account information has been verified, you will be able to pay the provider directly from your student’s EFA and avoid out-of-pocket payment.

Refunds and Returns

EFA funds shall not be refunded, rebated, or shared with a parent, guardian, or EFA student in any manner. Any refund or rebate for goods or services purchased with EFA funds shall be credited directly back to CSF and/or to the digital wallet provider and the respective EFA account within 30 days. For more information please (see: [PRO-06 Provider Refund Policy](#))

All refunds must be processed through ClassWallet. If you need to make a return for a Marketplace item, please contact ClassWallet directly at: (877) 969-5536 or help@classwallet.com.

How to a Process a Return or Refund by ACH

Name on Account: Kleo Inc DBA ClassWallet

Routing Number: 267090594

Account Number: 9855866071

Please send an email to bookkeeper@classwallet.com with the following for each individual refund:

- ClassWallet PO/Order Number
- Accountholder's name as listed on ClassWallet
- Accountholder's email
- Item(s) refunded
- Refund total

How to Process a Return or Refund by Check

Make Check Payable to:

Kleo Inc DBA ClassWallet

P.O. Box 632419

CINCINNATI, OH 45263- 2419

Please include the following information for each individual refund:

- ClassWallet PO/Order Number
- Parent's name as listed on ClassWallet
- Parent's email
- Student's name
- Refund amount

For more information about refunds and returns see:

<https://classwallet.my.site.com/classwallet/s/article/Refund-Overpayments-Incorrect-Payments>

Applicants Deemed Ineligible

In the event that a student is ineligible, CSF will communicate the reason in a notification.

A parent, guardian, or prospective provider may request reconsideration when they believe information was incomplete or misunderstood, relevant documentation was overlooked, an eligibility requirement was incorrectly applied, an administrative error occurred, or new information demonstrates eligibility. CSF reviews the relevant records and documentation and may affirm, reverse, or modify its original determination; importantly, families generally do not have to complete CSF's internal reconsideration process before pursuing an applicable external appeal, and requesting reconsideration does not extend any deadlines.

Review may include the Parent and Education Service Provider Advisory Commission, with a written appeal mailed within 30 calendar days of denial, or an applicable appeal to the New Hampshire State Board of Education under Ed 200.

Process for Appeal of Ineligibility

Step 1 - Internal Appeal Process

You may appeal to CSFNH at csfnh@scholarshipfund.org

Please entitle your email "Appeal for Reconsideration" to csfnh@scholarshipfund.org. The appeal must include the reason for the appeal and include any supporting documentation of the event with your appeal request. Please email the appeal request and documentation to csfnh@scholarshipfund.org.

Step 2 - The Parent and Education Service Provider Advisory Commission

You may further appeal for an opinion from the Parent and Education Service Provider Advisory Commission. The party must file a written request for appeal to the Parent and Education Service Provider Advisory Commission.

The request must be mailed to CSF's Director of Compliance within thirty calendar days of receipt of your Notice of Ineligibility.

Mail appeal requests to the following

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

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. Filing an appeal does not itself establish eligibility or guarantee EFA funding, and CSF continues to administer the student's participation, account, and funds according to applicable law while protecting confidential student and family information.

Suspected Intentional Misuse of EFA Funds

CSF takes its duty to manage public funds with the utmost seriousness. Parents and guardians of EFA students must approach participation in the EFA program with similar conviction. CSF employs a layered approach to the detection of suspected fraud and misuse in order to ensure that funds are spent in accordance with the EFA law. Each transaction processed through the EFA program is validated through an approval process.

CSF audits EFA accounts and transactions randomly throughout the year and a risk-based program audit is performed by an outside, independent public accounting firm and a copy of the audit is given to the NH Department of Education and posted on our website.

Under state law, any parent, guardian, or EFA student suspected of intentional and substantial misuse of EFA funds may be made ineligible to participate in the EFA program.

Actions Constituting Intentional Misuse

The terms intentional misuse of EFA funds mean:

- Any knowingly deliberate, willful, dishonest or deceitful act to defraud EFA funds.
- The misappropriation of supplies, equipment, items, assets or services purchased using EFA funds.
- The intentional misstatement or omission of information related to financial transactions involving EFA funds in an effort to defraud the EFA program.

Duty to Review Allegations of Misuse

CSF is responsible for conducting a review where there has been an allegation of suspected intentional misuse of EFA funds. Children's Scholarship Fund has established an anonymous Fraud Reporting Tool and Hotline through Lighthouse Services, Inc. for a specific purpose. That purpose is to report suspected fraud or misuse of EFA funds. The Fraud Reporting Tool and Hotline allows users to submit an anonymous report of suspected fraud or misuse of EFA funds and to submit any documentation or evidence to support a claim. Concerns of intentional fraud or misuse may also be reported by direct referral via CSF personnel, or as a result of the auditing process. If you suspect the intentional misuse of EFA funds, please contact us today in order to document your claim and provide supporting evidence.

In cases of suspected fraud or misuse by a provider, an eligible student or the eligible student's parent or guardian, CSF is required by law to immediately freeze the account of the eligible student or provider in question, pending resolution of the suspected intentional misuse.

How to Report Suspected Intentional Misuse or Fraud

If you suspect fraud or misuse of EFA funds, please report it immediately at:
<https://nh.scholarshipfund.org/report-suspected-fraud-or-misuse-of-efa-funds/>

To report Suspected Fraud or Misuse by Phone:

- English-speaking USA: 833-759-7300
- Spanish-speaking USA: 800-216-1288

Investigation Reporting

The unique facts and circumstances of the incident will determine what processes apply. For example, the process may include documentation review, review of electronic records and information systems, and interviews.

State law requires that CSF notify the NH Department of Education, the State Board of Education, and the New Hampshire Attorney General within 5 days if CSF makes a determination of suspected intentional and substantial misuse of EFA funds and law enforcement if the amount exceeds the amount of a Class B Felony.

If an eligible student, or the eligible student's parent or guardian, is free from personal misconduct, CSF will reinstate the eligible student's EFA account.

If the eligible student has been determined to be free from personal misconduct, but not the eligible student's parent or guardian, that student shall be eligible for an EFA in the future if placed with a new guardian or other person with the legal authority to act on behalf of the eligible student.

If a determination of suspected intentional misuse of EFA funds has been made, the EFA account may be terminated

Procedure for Appeal to the State Board of Education

Administrative Rule Ed 800 affords the parent, guardian, or EFA student the right to appeal the decision to the State Board of Education (BOE) pursuant to Ed 200, which can be found on the New Hampshire Department of Education's website, relative to application completeness and termination of participation.

Medical Certification of Disability

Medical Certification of Disability NH Education Freedom Account Program

Note: Only medical professionals licensed to practice in any state in the United States are authorized to certify this form. Staff of the medical practice associated with the medical professional certifying the form may assist in its completion, the medical professional is responsible for the accuracy of the form's content and even if qualified may not be the students' parent. Failure to fully and accurately complete this form, including all applicable signatures, may result in the form being found insufficient.

Part 1: Applicant Information (To be filled out by the parent/guardian)

Student/ Child Name

(First Name) (Last Name) Middle Name (if any) **Child Date of Birth** ____/____/____
(Month) (Day) (Year)

Parent / Child Address

(Address)

(City) NH (State) (Zip Code)

Part 2: Medical Professional Information (To be filled out by a licensed medical professional)

Medical Professional Name

Medical Professional License Number

Name of Clinic/Hospital

Medical Professional Business Address

(Address)

(City) (State) (Zip Code)

Telephone Number

() _____

Part 3: Information about Applicant / Child Disability (To be filled out by a licensed medical professional)

Date you examined the Student

____/____/____
Month) (Day) (Year)

Check all that apply:

- ☐ Autism
- ☐ Deaf-blindness
- ☐ Deafness
- ☐ Developmental Delay
- ☐ Emotional Disturbance
- ☐ Hearing Impairments
- ☐ Intellectual Disability
- ☐ Multiple Disabilities
- ☐ Orthopedic Impairment
- ☐ Other Health Impairments
- ☐ Specific Learning Disability
- ☐ Speech-Language Impairments
- ☐ Traumatic Brain Injury
- ☐ Visual Impairments

Part 4: Medical professional completing the form must sign the certification below

I certify that I have examined the applicant / child.

I certify, under penalty of perjury under the laws of the United States of America, that the information on this form is true and correct.

Licensed Medical Professional Signature

Date of Signature

Children's Scholarship Fund
180 Loudon Road
Concord, NH 03301

Revised 9.2026

How to Withdraw a Student from the EFA Program

If your child becomes ineligible after enrolling in the EFA program (for example, by enrolling full-time in your resident district public school, or a public charter school, or moving out of state), you must notify CSF immediately by exiting your student on the [ScholaVia Application Dashboard](https://nhefa.scholarshipfund.org/) <https://nhefa.scholarshipfund.org/>

If you fail to exit your student, you are liable for any EFA funds that you spend that your student was not entitled to under the law. If you cannot access the ScholaVia Application Dashboard you may notify us by mail using the below form.

Withdrawal Form

Education Freedom Account Program

Children's Scholarship Fund, 180 Loudon Road., Concord, NH 03301

Parent Name _____

Student Name _____ Grade _____

School Year _____ Birthdate ____/____/____ Address _____

Student Will Attend _____

Address _____

Reason for Withdrawal

(Check One)

- ☐ Student graduated from high school.
- ☐ Student to remain in resident district public school or charter school full time.
- ☐ Student transferred to NH public school (including public academies and charter schools).
- ☐ Student transferred to a NH state operated public institution such as prison or juvenile institution.
- ☐ Student moved out of state.
- ☐ Student transferred to a home education program not using EFA funds.
- ☐ Student transferred to a non-public school, either within New Hampshire or outside of New Hampshire not using EFA funds.

EFA Withdrawal Date

____/____/____

Start Date at the New School or Institution

____/____/____

Direction for Use of Roll Over Funds

(Check One)

I (parent name) _____ do hereby withdraw my child from the EFA program and authorize my student (name) _____'s EFA account shall be dissolved.

☐ I wish my child's EFA account closed and the roll over funds be forfeited.

☐ My child has been in the EFA program for at least one (1) year. I wish my roll over funds to continue to be available until expended.

Parent Signature _____

Date ____/____/____

The rolled-over EFA funds may continue to be utilized, only after the student has been enrolled in the EFA program for one full school year, and until the former EFA student graduates high school.

Parent and Education Service Provider Advisory Commission

The parent and education service provider advisory commission to assist the scholarship organization by providing recommendations about implementing, administering, and improving the EFA program.

The commission shall consist of parents of EFA students or education service providers and shall represent no fewer than 4 counties in the state. The members shall be appointed by the director of the scholarship organization and serve at the director's pleasure for one calendar year after which they may be reappointed. The director of the scholarship organization or designee shall serve as a non-voting chairperson of the commission. The commissioner of the department of education, or designee, shall serve as a non-voting member of the commission.

The scholarship organization may request the commission to meet, in person or virtually, to provide opinions to leadership on the upholding or overturning of decisions upon appeal.

Coos County

Mrs. Jill Colby
Principal
Saint John Paul II School
Country Village Rd
Lancaster, NH 03584

Rockingham County

Dene Ludwig
Parent
Seabrook, NH 03874

Hillsborough County

Robert Cook
Parent
Nashua, NH 03064

Rockingham County

Commissioner's Designee
Deborah Hobson

Christina Garand
Parent
Litchfield, NH 03052

Carroll County

Keith Osborne
Parent
North Conway, NH 03813

Kelly Santos
Parent
Hudson, NH 03051

Strafford County

Meg Ebba
Parent
Barrington, NH 03825

Definitions

“Curriculum” means the lessons and academic content taught in a specific course, program, or grade level.

“Differentiated aid” means the aid categories enumerated in RSA 198:40-a, II (b) - (e).

“Education freedom account” or “EFA” means the account to which funds are allocated by the scholarship organization to the parent of an EFA student in order to pay for qualifying education expenses to educate the EFA student under RSA 194-F.

“Education service provider” means a person or organization that receives payments from education freedom accounts to provide educational goods and services to EFA students.

“Eligible student” means a resident of this state who is eligible to enroll in the student’s resident public elementary or secondary school.

“EFA student” means an eligible student who is participating in the EFA program.

“Full-time” means more than 50 percent of instructional time.

“Parent” means a biological or adoptive parent, legal guardian, custodian, or other person with legal authority to act on behalf of an EFA student.

“Scholarship organization”, means a scholarship organization approved under RSA 77:G, that administers and implements the EFA Act.

“State Adequate Education Grant” means the grant calculated under RSA 198:41.

ⁱ The EFA law does not currently contain a separate qualifying-expense category for “field trips.” The phrase previously appeared in the Parent Handbook under “recreational field trips,” where it was intended to distinguish qualifying educational admissions from admission to primarily recreational or entertainment venues, such as amusement or water parks.