



Tennessee Education Savings Account Program

Next Steps Following Student Application Approval

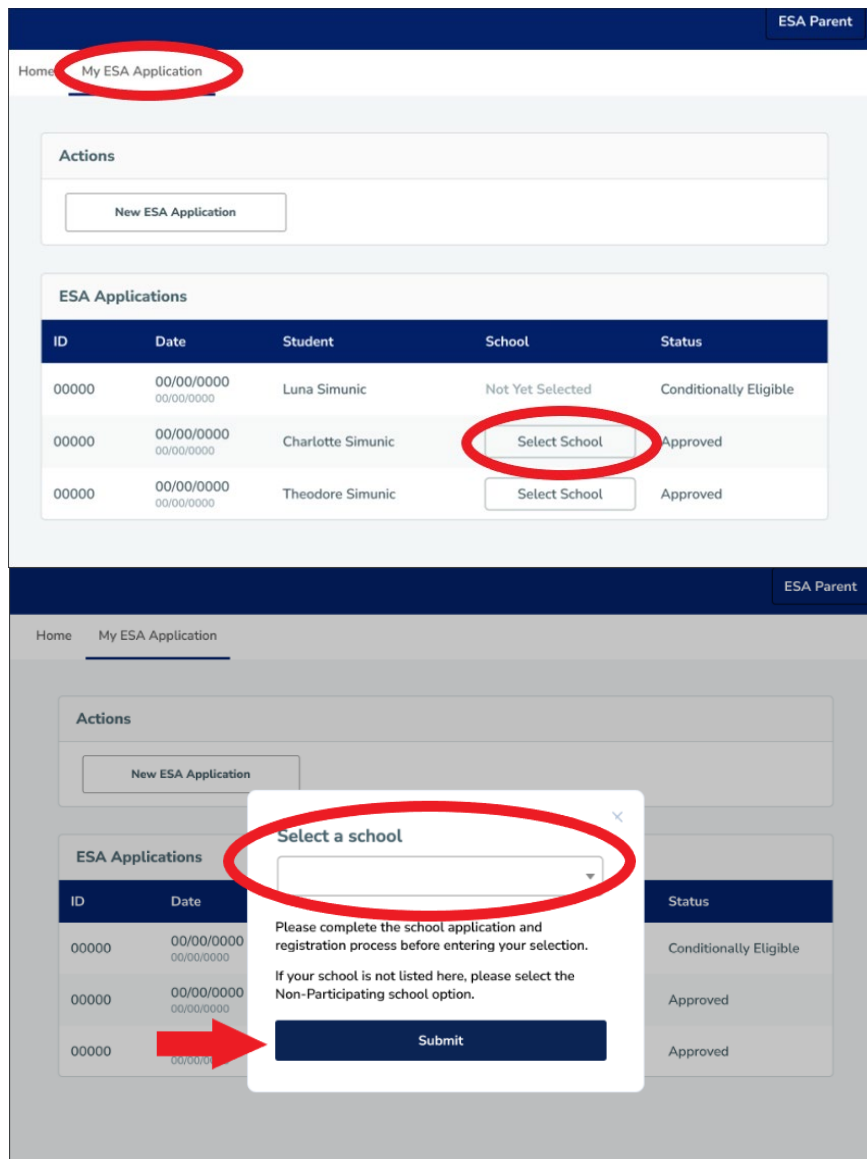
Once a student's application is approved, the parent, guardian, or student over 18 years old must complete the following steps to officially participate in the Tennessee Education Savings Account (ESA) Program:

1. Please review the [ESA Family Handbook](#). This handbook provides information to families participating in the ESA Program. Families are responsible for following the policies and procedures outlined in this handbook.
2. If you have not already started, begin researching, touring, and applying to participating non-public schools in which you are interested. Share your ESA Approval with each non-public school to which you are applying, so they are aware you want to use an ESA at the school.
3. **Apply**, be **accepted**, and **enroll** in a Category I, II, or III non-public school.
 - Participating ESA schools where families may spend the ESA on tuition, textbooks, uniforms, and other approved educational expenses are linked by location below:
 - [West Tennessee Schools](#)
 - [Middle Tennessee Schools](#)
 - [East Tennessee Schools](#)

Note: Participating schools may not have available ESA seats for all grades the school serves.

- If you decide to enroll your child in a non-participating Category I, II, or III non-public school, your ESA funds will only cover certain eligible expenses. Refer to **page 14** of our [ESA Family Handbook](#) for more information on allowable expenses in a non-participating school.
 - Category IV and V non-public schools or independent home schools are not allowed for students participating in the ESA program.
4. **ACTION IN THE ESA PORTAL REQUIRED:** Once you have enrolled at a Category I, II, or III non-public school, log in to your [ESA Portal Account](#). Click the "My ESA Application" tab at the top of the page. From there, click "Select School" to update your child's school for the 2024-25 school year.
 - **The deadline to complete enrollment for Fall 2024 participation is August 31, 2024. Please know that ESA seats are filled as enrollment information is submitted. Our team will be in touch if we do not receive enrollment for your student.**
 - If you need support finding a school in your area, please reach out to ESA.Questions@tn.gov or leave a voicemail at (615) 741-9360.

Note: You may only "Select School" for your children who have been formally approved. If your child has an application status that says anything other than "Approved," you will not be able to select their school.



5. After selecting and submitting your school in the portal, the school will need to verify your child's enrollment.
6. **ACTION IN THE ESA PORTAL REQUIRED:** Starting June 7, 2024, you may log in to your [ESA Portal Account](#) to complete the ESA Account Holder Contract and the expense pre-approval process (i.e. how you would like to use ESA funds).
 - You must complete the ESA Account Holder Contract to establish an account and receive ESA funds. Once you acknowledge and accept the terms of the ESA Account Holder Contract, you will determine how you plan to spend ESA funds.
 - Please know that your child must attend a Category I, II, or III non-public school. If, after signing the contract, your student enrolls in and attends a public school, home school, or Category IV or V non-public school, your student will no longer be eligible for an ESA and will be removed from the program.