

FLORIDA FAMILIES
Personalized Educational Program (PEP)
Services Only Option through HomeLife Academy

StepUp's Personalized Educational Program or "PEP" scholarships are for eligible Florida students not primarily enrolled full-time in public or private school or home education program. HomeLife Academy (HLA) offers a Services Only (SO) option for families in order to benefit from the services HLA has to offer.

IMPORTANT: Services Only students are not "enrolled" with HomeLife Academy or HLA Preparatory School.

Disclaimer: Parents/Guardians are responsible for keeping up with requirements and changes concerning StepUp's PEP Scholarship. HLA is not responsible for student's eligibility.

Switching to Services Only allows PEP families to continue taking advantage of HLA's many benefits including our advanced reporting system, "Applecore" and our Academic Advisors who will continue offering personalized guidance and support for your family during your educational journey.

PEP Scholarship students will need to switch to HLA's Services Only option to stay in compliance with scholarship guidelines which state a student must withdraw as a full-time public or private school student or terminate a home education program with their school district before receiving PEP scholarship funding.

Email SERVICES@HOMELIFEACADEMY.COM with any questions you may still have after thoroughly reviewing this document or to NOTIFY US that you want to switch to Services Only.

HLA Services Only Steps

- ☒ **Notify.** If your family received an email from StepUp stating your student or students have been awarded PEP **AND** you have already enrolled with HLA, please [notify us](mailto:services@homelifecademy.com) by emailing services@homelifecademy.com. If you have not yet registered, follow the next steps and then notify us.
- ☒ **Register.** Register with Homelife Academy through new application or member login and then NOTIFY US you need Services Only. Homelife Academy is unable to transfer your family or students to Services Only until you have registered and paid for the school year.
- ☒ **Pay.** Registration fees for Services Only are the same as regular enrollment with HLA. Families with accounts that have students in Services Only and also fully HLA students will be invoiced a \$50 Services Only student transfer fee. This will allow you to transfer the needed student(s) to Services Only on your account and avoid having to register and pay for a separate account for these students. This also allows students to have consistency of records in Applecore and potentially transfer back to full services HLA if needed in the future.

- ✓ **Update.** Accounts with Florida Virtual School and Bright Futures will need Student's status to be updated to PEP and confirm that **student is not enrolled with Homelife Academy for scholarship purposes.**
 - ✓ **Educate.** Please refer to PEP Frequently Asked Questions and Support to understand the requirements and processes for PEP.
 - a. [StepUp for Students Parent Handbook](https://www.stepupforstudents.org/get-support/)
<https://www.stepupforstudents.org/get-support/>
 - b. Parents of PEP Students are responsible for monitoring information concerning updates and changes to your scholarship. HLA is not responsible for updating, maintaining, or being the primary source of information for PEP or other FL scholarships.
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HLA Services Only Service Exceptions

Services Only families will enjoy the same services and benefits as any other family with few exceptions.

- a. You will not be enrolled for compulsory attendance purposes and HLA will not serve as your cover school for SO students.
- b. We will not be the school of record for FLVS or Bright Futures and therefore will not approve or enter information as the school, however we will continue to provide guidance in these areas.
- c. We will not issue any School-branded documents for verification or submission i.e. transcripts, diplomas, proof of enrollment. Transcripts and diplomas may be issued with no logo or school information and will be considered parent-issued.

HLA Preparatory School Athletes

Students playing sports and are enrolled with HLA Prep for eligibility purposes will not be able to stay enrolled and receive the PEP scholarship. We recommend emailing services@homelifeacademy.com if you have a student athlete enrolled in HLA Prep.

Frequently Asked Questions

Does my PEP student have to meet HLA's requirements for enrollment?

Yes, in order for us to provide families with the best service and academic counseling, we do expect families to meet our requirements for enrollment, however, we will not dismiss a family for not meeting those requirements, but may not be able to provide certain services without the needed reporting, payments, or documentation. Attendance is not required for Services Only students.

Enrollment Requirements: Register by August 1 each year, Report Grades and Enter Education Plan annually and as soon as possible. HLA recommends PEP Families submit their Educational Plan in Applecore when submitting their [Student Learning Plan \(SLP\)](#) for PEP annually. Transcript reviews are provided in 11th and 12th grade and will not be completed until all reporting and education plans have been submitted. Families can request 9th or 10th grade transcript reviews in the Request Manager.

Does my PEP student have to meet HLA's requirements for graduation? No, Services Only students are not enrolled with Homelife Academy and will not graduate through HLA. However, we will use HLA's requirements as a guideline for transcript reviews and general recommendations. Students will not be required to meet these requirements when requesting the parent-issued diploma.

Will my student receive a Diploma from Homelife Academy?

You can request a diploma for your student as part of the Services Only Program. The diploma will be issued with your family name as the school of record i.e. Smith Academy and will not include the HLA logo or school information.

Does Homelife Academy verify my PEP students enrollment for extracurricular activities he/she would like to participate in?

No. The public school district where the student lives will maintain this responsibility.

Are PEP students allowed to participate in athletics like other non-traditional students?

Yes. Read more on the FHSA website [here](#).

What are the requirements for a PEP student?

It is the parents' responsibility to make certain you are meeting the requirements for these scholarships. HLA is not responsible for a student's eligibility. General guidelines are listed below.

For the most up-to-date information visit: [StepUp for Students Parent Handbook](https://www.stepupforstudents.org/get-support/)
<https://www.stepupforstudents.org/get-support/>

- Must be registered with a Florida Department of Education (FLDOE) approved scholarship-funding organization (SFO)
- Must withdraw as a full-time public or private school student or terminate a home education program with their school district before receiving PEP scholarship funding.
- Be at least age 5 by Sept 1 of the school year in which they wish to enroll.
- Must annually submit a Student Learning Plan (SLP) to the SFO.
- Must take an FLDOE-approved national norm-referenced test and submit results to the SFO.
- Must complete a sworn compliance statement through the SFO.

Will Homelife Academy provide PEP scholarship student testing annually?

No. PEP students must take a [norm-referenced test](#) annually, and submit the results to StepUp (SFO). Parents/Guardians of PEP students may choose from the same list of assessments that are approved for other Scholarship students attending participating private schools. A list of approved tests can be found [here](#). Read more about the [Annual Assessment Requirement](#)

Where can PEP students take the state-approved norm-referenced tests?

Test accommodations and location requirements vary by test. Some tests will require a test proctor in a school setting, but others may allow for tests to be taken at alternative locations.

What happens to my child's test score?

It will be collected by StepUP (SFO) and sent to the Learning Institute at Florida State University for score reporting.

What do I need to know about Florida Virtual School - PEP Scholarship?

<https://www.flvs.net/>

- Students awarded PEP must use FLVS Flex and **PAY TUITION**.
- Do not enroll under Homelife Academy. Your PEP student is Services Only and not enrolled with HLA.

What do I need to know about Bright Futures Scholarships - PEP Scholarship? - [Florida Student Scholarship & Grant Programs](#)

- Pep students are eligible for the Bright Futures Scholarship.
- Contact Bright Futures to see what requirements are needed for PEP Scholarship participants.
- Students must be registered with their district Home Education office OR with StepUp for 11th **AND** 12th grade to qualify for Bright Futures. Students may not switch from private/public to HE/PEP in the Senior year. Ex. District Home Education for 11th and PEP 12th or PEP for both 11th and 12th
- Students will report volunteer hours to their local public school district.
- Select “PEP” in the dropdown menu when applying for Bright Futures.
- Your local school district will work with FLDOE to certify your student’s enrollment.
- Homelife Academy will not submit courses, service hours, test scores, and graduation date for your Bright Futures Scholar receiving PEP funds.

What do I need to know about Dual Enrollment - PEP Scholarship?

- Dual Enrollment (at participating state institutions) is free for PEP students.
- Reach out to the colleges in your area to see what is required. You can visit the Dual Enrollment section of their website. In Florida, students as young as 6th grade can dual enroll as long as they can pass the entrance exam (PERT). The state of Florida does not pay for dual enrollment at private colleges, but you could use scholarship funds to pay for those classes. The institution may need to be in Florida in order to get it covered, but that is a question for StepUp.

Will HLA allow PEP students to fully enroll after having been Services Only if they no longer are receiving the PEP Scholarship?

Yes, HLA will allow students to transfer from Services Only to fully enrolled at the start of a new school year. If you were already enrolled and established as Services Only and already received funds, you would not be eligible for enrollment with HLA. However, if you can provide documentation that you were not funded, we will consider enrollment.



Homelife Academy Academic Advisor's are here to offer a comprehensive approach to ensuring your student's individual needs and goals are met.

Feel free to contact HLA for information concerning curriculum choices, struggling learners, high school credits, college entrance and more.

Services Only families may utilize HLA as normal. You will be able to login to your myHLA member page to manage your account, request transcripts/documents, request a counselor, or to access your grade reporting. You may also take advantage of the HLAConnect mobile app. Our team will let you know if there is something we are unable to provide as a Services Only family/student. Otherwise, you will be provided full service. Thank you for choosing HLA!