

SCHOLARSHIP GRANTING ORGANIZATION

PRIVATE SCHOOL APPLICATION

This application and all required supporting documentation must be completed and submitted to the Utah State Board of Education via email to the contact below. A response will be provided once your application is processed.

Utah State Board of Education
Attn: Scholarship Granting Organization
tony.zambrana@schools.utah.gov

Part A. General Information

School Name _____ Grade Levels Served _____

Street Address _____

City _____ State _____ Zip _____ Administrator _____

Phone (USBE Contact) _____ Phone (Parent Contact) _____

Email (USBE Contact) _____

Part B. Eligibility to Enroll Special Needs Scholarship Students

I certify that _____ meets the requirements set forth in Utah Code Sec. 53E-7-401 through 53E-7-410.

Initial each requirement below. If the school does not meet a requirement, please attach an explanation clearly labeled by item number.

1. The school has a physical location in Utah where scholarship students attend classes and have direct contact with the schools' teachers and the school is in session on a calendar comparable to the calendar for a typical Utah public school.
2. The school has obtained an audit and report from a licensed, independent certified public accountant, or has contracted with a licensed, independent certified public accountant to perform an agreed-upon procedure as described in statute.
3. The school agrees to comply with the anti-discrimination provisions of 42 U.S.C. Sec. 2000d.
4. The school meets state and local health and safety laws and codes including compliance with Utah Department of Health Administrative Rule R392-200: Design, Construction, Operation, Sanitation, and Safety of Schools; and has adopted emergency preparedness response plans that include training for school personnel and parent notification for fire drills, natural disasters, and school safety emergencies.

5. The schools will disclose to the parent of each prospective student, before the student is enrolled, the special education services that will be provided to the student including the cost of those services.
6. The school will administer an annual assessment of each scholarship student's academic progress, will report the results of the assessment to the student's parents, and will make the results available to the assessment team evaluating the student, as required, to determine scholarship eligibility and level of service.
7. The school employs or contracts with teachers who hold baccalaureate or higher degrees; or have at least three years of teaching experience in public or private schools; or have special skills, knowledge, or expertise that qualify them to provide instruction in the subjects taught and to the students taught.
8. The school agrees to provide to parents the relevant credentials of the teachers who will be teaching their students.
9. The school is not a home school or a residential treatment facility licensed by the state.
10. The school will satisfy criminal background check requirements for employees and volunteers consistent with Utah Code Sec. 53E-7-408(1)(i).
11. The school will initiate, participate in, and document assessment team meetings as required by Utah Code Sec. 53E-7-408(1)(f)
12. The school will provide complete student records in a timely manner to other private or public schools requesting student records if parents have transferred students.
13. The school will notify the Scholarship Granting Organization within five business days if a scholarship student does not continue enrollment in the school for any reason including parent/student choice, or suspension or expulsion of the student.
14. The school will cooperate fully with the Utah State Board of Education (through Children's First Education Fund) in providing necessary student enrollment, tuition, and attendance information needed to complete scholarship payment procedures and to assure compliance by the school and its enrolled scholarship students with the Special Needs Scholarship rules and requirements.
15. The school will provide all required supporting materials to this application.

Part C. Supporting Documentation

The following supporting documentation and materials are required to complete Part C of the application. Please label all materials clearly.

1. Tuition and Fee Schedule.
2. School Calendar and Time Summary.

3. A list of all teachers employed by the school and their qualifications Part B regarding requirement 7.
4. A copy of the audit or report of the agreed upon procedure described in statute (Utah Code Sec. 53E-7- 408(1)(b)).
5. A copy of the school's most recent Public Health Inspection Report (in compliance with Utah Department of Health Administrative Rule R392-200).
6. A copy of the most recent State Fire Marshall Inspection Report.
7. If the school stores, prepares, or serves food to students, a copy of a current and satisfactory Safety and Sanitation Report from the Department of Health.

I certify that this organization meets the requirements set forth in Utah State Board of Education Administrative Rule R277-602-1(M) as a school that has previously served students with disabilities.

School Administrator Signature

Date