



Grace Lutheran School
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Step Up For Students Scholarship Information Form

Student Name: _____

Award ID#: _____ Status: _____

Type of Scholarship (please circle): FES-EO FES-UA FTC

Please attach a screenshot of the page with the award ID from the Active Students Page of your EMA account.

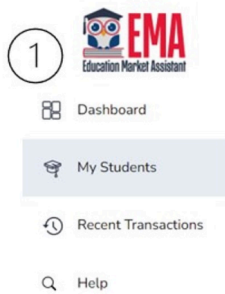
For assistance, these are the steps:

- Sign in to your Step Up for Students EMA account (<https://www.stepupforstudents.org/ema/>)
- Go to the “**My Students**” tab on the left side of the screen
- When you see your child’s name, Click on the “**VIEW**” link beside their name.
- View the “ **Scholarship Status**” section which includes the
 1. Type of Scholarship,
 2. the School Year (make sure it says 2024-2025)!
 3. **the Award ID (record this above)**,
 4. the Award Amount (although this information is based on the last school year award amounts, it will be updated once the Governor signs the Budget in July)
 5. **The Award Status** - it must say Awarded for your child to receive the scholarship. If it doesn’t say awarded, wait to send this information until it does. **Record this information above.**
- Capture a print screen. On a computer use “Ctrl + P” For Windows or “Command + P” for Macs

Return this form along with the screenshot to me at glschoolkw@gmail.com.

Attached are the screens you will see within your student’s account. If you have two or three students receiving scholarships, please complete separate forms for each child.

Steps to help parents find their student's Award ID #:



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Active Students		
STUDENT ID	STUDENT NAME	DATE OF BIRTH
	Mickey Mouse	View
	Spiderman Marvel	View

Scholarship Status 3

PROGRAM	SCHOOL YEAR	TRANSPORTATION	AWARD ID	AWARD AMOUNT	STATUS
FES-EO	2023-2024	No	123456		Awarded

Guidance for Locating Student Award ID #:

Schools, you do not need a copy of a student's award letter to complete their enrollment! All you need from the parent is the student's "Award ID" to enroll them through EMA.

To view student scholarship status ...

1. Click on the "My Students" tab within their EMA account
2. Click on view next to the student's name
3. Visit the "Scholarship Status" section

Tip: Families may take a screenshot of their student's "Award ID" number and award status. To print the screen on a desktop or laptop computer, they may use "Ctrl + P" (for Windows) or "Command + P (for Apple).

Important: Please note that the scholarship amount currently listed is incorrect, as award amounts will be updated over the summer.