



Tennessee Education Savings Account Program

Next Steps for Families Following 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:

Step 1

Review the [ESA Family Handbook](#). Families are responsible for following the policies and procedures outlined in this handbook.

Step 2

Research, tour, and apply to ESA approved participating non-public schools.

[West Tennessee Schools](#) [Middle Tennessee Schools](#) [East Tennessee Schools](#)

Step 3

Once accepted and enrolled in an approved participating non-public school, approved families may spend ESA funds on tuition, textbooks, uniforms, and other pre-approved educational expenses.

- 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.

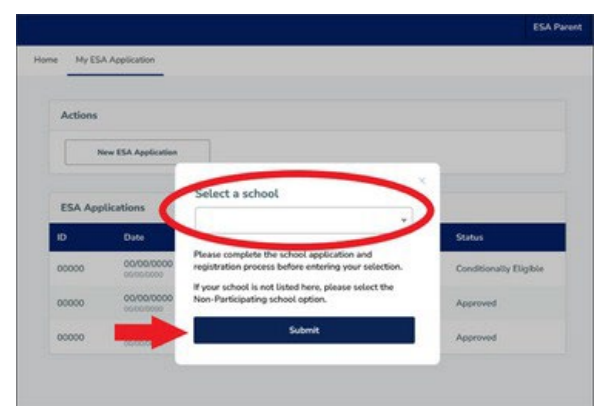
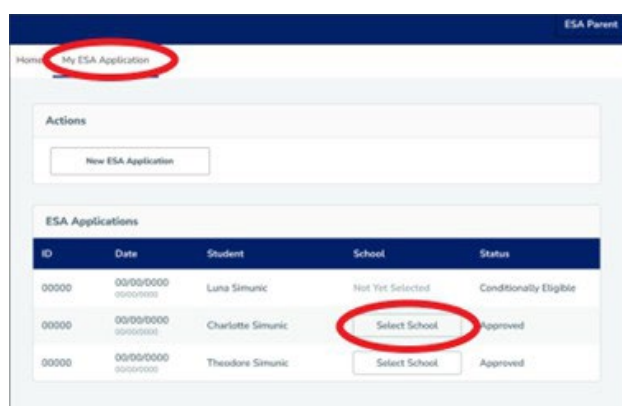
Step 4

Please only complete this step once your child has been officially accepted to a 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. A video with instructions is linked here: [TN ESA Family Portal: Selecting a School](#).

- The deadline to complete school enrollment for Fall 2024 participation is **August 31, 2024**. Available ESA seats are filled as enrollment information is submitted.

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.



After selecting and submitting your school in the portal, the school will need to verify your child’s enrollment. Your status will show as “[Pending School Review](#)” until the school approves your child’s enrollment.

Step 5

You may log in to your [ESA Portal Account](#) to complete the ESA Account Holder Contract and the expense pre-approval budget sheet (i.e. how you would like to budget your ESA funds).

Select Language
Download Instructions | Feedback

Parent/Guardian Participation Agreement

Please affirm each of the statements below and agree to the terms & conditions to complete activation of your student's account.

Education Savings Account Contract

July 1st, 2024 – June 30, 2025

This Education Savings Account Contract (this Contract) is entered into by and between the Tennessee Department of Education (department) and

☐ I affirm the contents of the above

Exhibit D: 2024-25 Account Holder Assurances

Before completing this assurance, the Account Holder must read the following:

- [SOSGA - TN Education Savings Account ESEA Part Program, U.S.D.E. 2024-25](#); through [2025](#).
- [SOSGA - State Board of Education Rules, Chapter CS&EC-15](#)
- [SOSGA - The SOSGA USA Family Handbook](#)

Exhibits A through C detail the allowable use of ESA funding, the responsibilities of the Account holder and the duties of the Tennessee Department of Education (department). If applicable, have questions about the SOSGA Program, please email SOSGA@tn.gov

Account Holder Assurances

I, as providing/guardian, hereby sign and affirm to each one, and agreeing to each of the respective statements stated below.

I understand that my signature on this document will constitute my agreement to the terms and conditions of the SOSGA program.

☐ I affirm the contents of the above

Parent/Guardian Signature

Date _____

Save and Continue

Add Expense Limits for the 2024-25 School Year

Student Details

Student Name: [Text Field] [Edit Icon] [Reset Icon]

Student Grade: 6

Available for Budgeting: \$9,263.72

Enter Your Expense Limits

Category	Budgeted Amount (\$9263.72 remaining of available funds)
Tuition	[Text Field] (max \$6,500.00)
Textbook Fee	[Text Field] (max \$350.00)
Technology Fee	[Text Field] (max \$100.00)
Test Fee	[Text Field] (max \$75.00)
Registration Fee	[Text Field] (max \$200.00)

Each category maximum is based on the schools verification of enrollment for your student.

☐ I attest that the information above is correct and accurate

Submit Expense Limits

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.

- 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.