



The Hope Scholarship Parent Handbook

2022-2023 SCHOOL YEAR – PUBLISHED MARCH 1, 2022

Contents

Overview2

Qualifying For The Hope Scholarship Program2

EMA – Education Market Assistant3

Applying for the Hope Scholarship Program.....3

 Initial Application3

 Guardian Account - New Sign Up.....3

 Guardian Account – Complete Profile.....4

 Submit an Application4

 Status Definitions5

 Appeals6

 Renewal Applications.....6

Account Holder Responsibilities.....7

Approved Uses for Hope Scholarship Funds9

Funding For The Hope Scholarship Program10

 Award Amount.....10

 Award Distribution.....10

 Prorated Funding11

 Funding Continuation.....11

 Funds From Closed Accounts.....11

 Tax Implications12

Termination of Program Participation.....12

Noncompliance, Intentional Misuse of Funds, or Criminal Activity.....13

Transactions Using Hope Scholarship Funds.....13

 Purchases.....13

 Refunds.....13

 Online Portal Access.....14

The Hope Scholarship Board14

 Members.....14

 Powers of the Board.....14

Contact Information15

Appendix A - Definitions16

Overview

The Hope Scholarship Program is an education savings account (ESA) program that will allow parents and families to utilize the state portion of their education funding to tailor an individualized learning experience that works best for them.

An ESA allows each family to have access to an account for each eligible student in their household. All purchases will be made via an ACH transaction and will be pre-approved by the West Virginia Treasurer's Office.

In 2021, West Virginia, along with Indiana and New Hampshire, became the sixth, seventh, and eighth states in the US, after Arizona, Florida, Mississippi, North Carolina, and Tennessee, to enact education savings account programs.

The following sections will help guide you as you utilize your Hope Scholarship.

Qualifying For The Hope Scholarship Program

To qualify for the Hope Scholarship program, a student must meet the following criteria:

- The student must be a resident of West Virginia
- The student is under 21 years of age. If at any point during the school year the student turns 21, they will no longer be eligible, and their account will be closed.
- The student has not successfully completed a secondary education program, **AND**
- Is enrolled full-time and attending a public elementary or secondary school in West Virginia for at least 45 consecutive calendar days at the time of application
 - The student must continue to attend until an award letter is issued by the Hope Scholarship Board; **OR**
- The student was enrolled full-time in a public elementary or secondary school program in West Virginia for the entire instructional term during the academic year immediately preceding the academic year for which the student is applying to participate in the Hope Scholarship Program; **OR**
- The student is eligible or required at the time of application to enroll in a West Virginia kindergarten program for the first time under West Virginia's compulsory school attendance law (*W. Va Code § 18-8-1a*). (*i.e., the student must be at least five years old prior to July 1*). If the student won't be five years old before July 1, the student may

become eligible for the Hope Scholarship Program if the student successfully enrolls in a public kindergarten program in West Virginia through the public kindergarten program's early entrance process.

If a Hope Scholarship student becomes ineligible to participate in the program during the academic year based on the above rules or by not filing a renewal application, his or her account will be terminated.

EMA – Education Market Assistant

Step Up For Students-West Virginia, Inc. is a not-for-profit organization that has been engaged by the West Virginia State Treasurer's Office to provide Hope Scholarship program management including the application intake process and subsequent scholarship funding management. These functions will be supported by EMA, the Education Market Assistant.

EMA will serve as the scholarship management platform for parents and providers.

Applying for the Hope Scholarship Program

Initial Application

The Hope Scholarship Board will accept applications from **March 1 until May 15** for the following school year. An eligible student who misses the application window must be considered on a case-by-case basis by the Hope Scholarship Board. Students who are ineligible for the program during the regular application window but who become eligible may submit an application to the Board at any time during the academic year.

Guardian Account - New Sign Up

In order to apply, the parent/guardian of the student must set up an online account through the Education Market Assistant (EMA). You can set up your account by clicking [here](#). The following steps will be required when setting up your profile:

1. On main log in page, click "Sign Up"
2. Enter an Email Address and click "Send Code"
3. When email is received, enter code into field and click "Confirm"
4. Select the Guardian Account Type
5. Create a username and password. If the username is taken, you will be prompted to choose a different one.
6. Click "Continue."
7. You will be asked to select 3 security questions and complete the answers.

You will be asked to certify the Terms and Conditions during your first login.

Guardian Account – Complete Profile

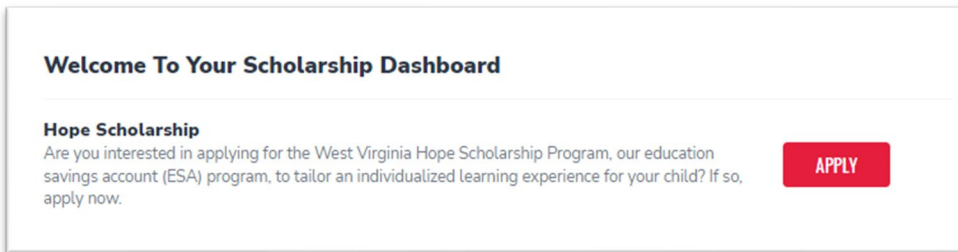
The guardian will be prompted to complete their full profile including the following information:

- Account holder (parent/guardian) name – You are not permitted to change your own name once the profile is complete. Please contact the EMA Contact Center to make a valid name change.
- Physical and Mailing address – This information will be verified against the U.S. Postal Service.
- County of residence
- Phone number
- Manage consents and contact preferences

Submit an Application

Once the account has been set up, you may apply for the scholarship for your student(s).

From the Dashboard, click “Apply Now”



You will be asked to fill in the required student information:

1. First Name, Last Name (must be letters or the following characters: ‘. -)
2. Date of Birth (must be at least 5 years old by July 1)
3. Gender
4. Ethnicity
5. Race (will only be available if “Non-Hispanic” is chosen under Ethnicity)
6. Student WVEIS Number (must be 9 or 10-digit numeric field)
7. Current Grade Level

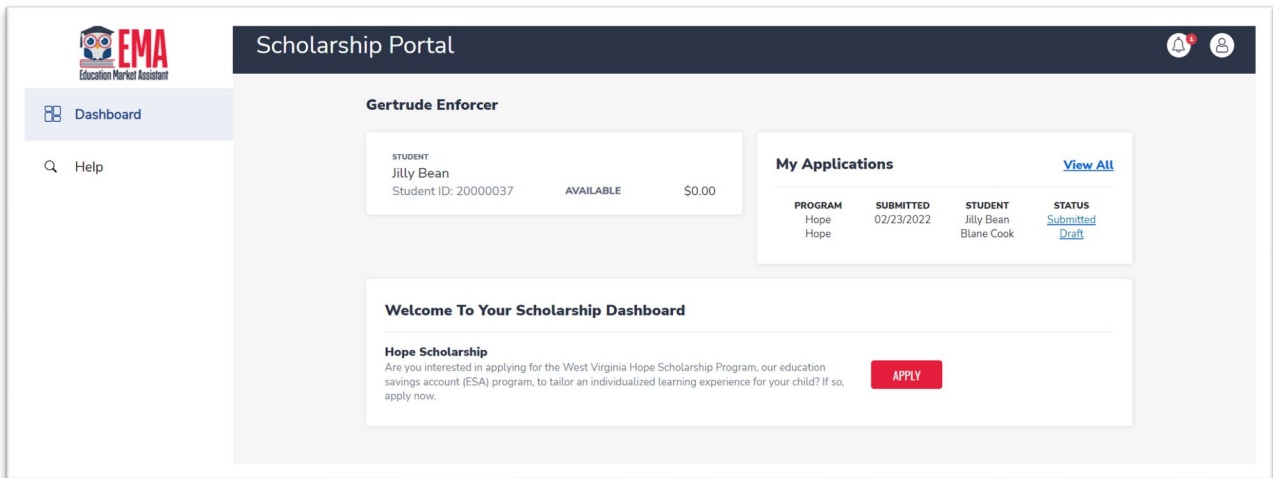
Documentation showing that the student is eligible to participate in the Hope Scholarship Program may be requested.

You will be asked to review the application details provided and click the checkbox to agree to Consent Statement. Please type your name and sign before clicking submit.

IMPORTANT: Please be sure the Student WVEIS ID Number is accurate. This is how EMA will confirm eligibility for the scholarship. If your student is an incoming kindergarten student and does not have a WVEIS number, please contact your local county board of education to be assigned one prior to the submission of your Hope Scholarship application.

You will need to carefully review the parent responsibilities before signing and submitting your application.

After you have successfully completed an application, you will be taken to the scholarship dashboard where you will see your scholarship status. You may also submit additional applications.



Once an application has been found eligible, the parent/guardian must provide notice of intent to participate in the program to the superintendent of the county where the student lives. A sample notice of intent letter for the Hope Scholarship Program can be found at www.hopescholarshipwv.com.

Status Definitions

Eligible – Satisfied the appropriate eligibility requirements.

Ineligible – Has not satisfied the eligibility requirements.

On Hold – Supporting documentation has been processed & there is missing information, or the information needs further clarity.

Awarded – Indicates a student was found eligible.

Funded – Indicates a student was found eligible & funding is available and placed in the student educational savings account within EMA.

Appeals

If a student is found not eligible for the Hope Scholarship Program, their parent/guardian may appeal the eligibility determination by filing an appeal with the Hope Scholarship Board within forty-five (45) days of being found ineligible for the Program. The Board will appoint a three-member appeals subcommittee who will consider the appeal and determine the outcome within thirty (30) days of when the appeal was filed.

Appeals may be submitted by emailing hopescholarshipwv@wvsto.com after the student has been found ineligible.

Renewal Applications

To renew a student's account for each upcoming academic year, parents/guardians must submit a renewal application through the Education Market Assistant (EMA). Renewal applications will be accepted from **January 15 until May 15** for the following school year.

In order for the student to be eligible to renew, the following conditions must be met:

- The student is still a resident of West Virginia
- The student has not successfully completed a secondary program
- The student is not 21 years old; If at any point during the school year the student turns 21, they will no longer be eligible, and their account will be closed.
- If the student is enrolled in a nonpublic school, the student's educational progress must be evaluated each year by complying with the requirements of the nonpublic school attended and remaining in good standing with the nonpublic school; The nonpublic school is required to annually submit confirmation of enrollment to the county superintendent of the county of residence for each Hope Scholarship student enrolled.
- If the student is enrolled in an individualized instructional program, **the student must be evaluated annually using one of the methods below and provide evidence of compliance to the county superintendent of the county in which the student resides by no later than June 8th annually:**
 - The student may take a nationally normed standardized achievement test of academic achievement. The mean of the child's test results in the subject areas of reading, language, mathematics, science, and social studies for any single year

is above the fourth stanine, or if below the fourth stanine, show improvement from the previous year's results; or

- A certified teacher conducts a review of the student's academic work annually and determines the student is making academic progress commensurate with his or her age and ability.

All renewal students will be considered conditionally eligible until evidence of compliance is provided and verified by the West Virginia Department of Education.

Hope Scholarship student accounts will remain open for each year their parent/guardian renews the account. Unused funds in a student's account will roll forward to the following school year so long as the student remains eligible for the Program.

A Hope Scholarship student who does not renew their account must reapply for the Program.

Account Holder Responsibilities

In accordance with the Hope Scholarship Program requirements, there are parent/guardian responsibilities for program participation. Pursuant to [W. Va. Code §18-31-1 et. seq.](#) and [§112-18-1 et. seq.](#), when an application is submitted the parent agreed with the following parent/account holder responsibilities

As a parent/account holder, I affirm that:

- I am an eligible person to serve as account holder for the student's Hope Scholarship account in accordance with [W. Va. Code §18-31-1 et. seq.](#) and [§112-18-1 et. seq.](#)
- I understand that the failure to sign this agreement is grounds for the denial of the application for the Hope Scholarship Program
- I will provide an education for the eligible student in at least the subjects of reading, language, mathematics, science, and social studies.
- I will use the Hope Scholarship funds exclusively for qualifying expenses to serve the student's educational needs as provided for in [W. Va. Code §18-31-7](#) and the Hope Scholarship Program Legislative rules ([§112-18-1 et. seq.](#))
- I will comply with the rules and requirements of the Hope Scholarship program from [W. Va. Code §18-31-1 et. seq.](#) and the Hope Scholarship Program Legislative rules ([§112-18-1 et. seq.](#))
- I will afford the Hope Scholarship student opportunities for educational enrichment such as organized athletics, art, music, or literature.

- I will not receive a payment, refund, or rebate from an approved provider of any services under this program.
- I understand that I am responsible for the payment of all eligible expenses in excess of the amount of the Hope Scholarship account in accordance with the terms agreed to between the parent/guardian and the providers.
- I will provide a notice of intent to participate in the Hope Scholarship Program to the county superintendent of the eligible student's county of residence.
- If the student is enrolled in a nonpublic school, I will ensure that the student's educational progress is evaluated each year by complying with the requirements of the nonpublic school attended and will remain in good standing with the nonpublic school.
- If the student is enrolled in an individualized instructional program, I agree to have the student evaluated annually using one of the methods below and provide evidence of compliance to the county superintendent of the county in which the student resides by no later than June 8th annually:
 - The student may take a nationally normed standardized achievement test of academic achievement. The mean of the child's test results in the subject areas of reading, language, mathematics, science, and social studies for any single year is above the fourth stanine, or if below the fourth stanine, show improvement from the previous year's results
 - A certified teacher conducts a review of the student's academic work annually and determines the student is making academic progress commensurate with his or her age and ability.
- I understand that participation in the Hope Scholarship Program must be renewed annually in accordance with all Hope Scholarship program guidelines so long as the student meets all eligibility requirements.
- I will file a renewal application for continued participation in the Hope Scholarship Program by the date established by the Hope Scholarship Board. If I fail to renew but wish to return to the Hope Scholarship Program, I understand that I must reapply.
- I will not take possession of any funding provided by the State for the Hope Scholarship Program. This does not include reimbursements for expenditures approved by the Hope Scholarship Board.
- I understand that participation in the Hope Scholarship Program is a parental placement under [20 U.S.C §1412 of the Individuals with Disabilities Education Act \(IDEA\)](#) and that accepting the Hope Scholarship releases the public school system of the county of

residence from its obligation to provide the student with a free appropriate public education (FAPE).

- I authorize the Hope Scholarship Board, West Virginia State Treasurer's Office, West Virginia Department of Education, and the contracted program manager acting on behalf of the Hope Scholarship Board to exchange all necessary enrollment or other data to confirm initial and ongoing eligibility for the Hope Scholarship Program.
- I understand that if I wish for my child to receive services provided by the public school system, I will be charged tuition by the county board of education proportionate to the percentage of total instruction provided to the student by the public school.
- I understand that failure to comply with any of the above responsibilities forfeits my child's participation in the Hope Scholarship Program.

Failure to agree to these terms, will result in scholarship revocation.

Approved Uses for Hope Scholarship Funds

- Parents/guardians of a Hope Scholarship student must agree to use the funds deposited in their student's Hope Scholarship account only for the following qualifying expenses to educate their student:
- Ongoing services provided by a public school district under [W. Va Code §18-31-8\(f\)](#), including without limitation, individual classes and extracurricular activities and programs;
- Tuition and fees at a participating, non-public school;
- Tutoring services provided by an individual or a tutoring facility, provided that such tutoring services are not provided by a member of the Hope Scholarship student's immediate family;
- Fees for nationally standardized assessments, advanced placement examinations, any examinations related to college or university admission, and tuition and/or fees for preparatory courses for the aforementioned exams;
- Tuition and fees for programs of study or the curriculum of courses that lead to an industry-recognized credential that satisfies a workforce need;
- Tuition and fees for nonpublic online learning programs;
- Tuition and fees for alternative education programs;
- Fees for after-school or summer education programs;

- Educational services and therapies, including, but not limited to, occupational, behavioral, physical, speech-language, and audiology therapies;
- Curriculum, meaning a complete course of study for a particular content area or grade level, including any supplemental materials required by the curriculum under [W. Va. Code §18-31-2](#);
- Fees for transportation paid to a fee-for-service transportation provider for the student to travel to and from an education service provider;
- Fees and materials for enrollment in dual credit or college level courses;
- The cost of school uniforms required by a participating school;
- Vocational supplies or equipment required for a K-12 course of study; and
- Any other qualified expenses as approved by the Hope Scholarship Board.

Hope Scholarship funds may only be used for qualified educational purposes. However, it is not required that a Hope Scholarship student be enrolled, full- or part-time, specifically in either a nonpublic school, either in-person or virtually.

Hope Scholarship funds may not be refunded, rebated, or shared with a parent or student in any manner. Any refund or rebate for goods or services purchased with Hope Scholarship funds shall be credited directly to a student's Hope Scholarship account.

Parents/guardians of a Hope Scholarship student are not prohibited from making payments for the costs of educational goods and services not covered by the funds in their student's Hope Scholarship account. However, personal deposits into a Hope Scholarship account are not permitted.

Funding For The Hope Scholarship Program

Award Amount

The amount of the Hope Scholarship will be equal to the statewide average amount of funding a public school is allotted per pupil in West Virginia in the previous year. Up to five percent may be retained by the Hope Scholarship Board to administer the program. **For the 2022-2023 school year, the scholarship award amount is \$4,298.60.** This amount will change on a yearly basis.

Award Distribution

Distribution of the first half of each eligible student's Hope Scholarship funds into their accounts will occur no later than **August 15** of each year. The second half of Hope Scholarship funds will be deposited no later than **January 15** of each year.

Each Hope Scholarship student will have their own Hope Scholarship account, even if multiple Hope Scholarship students reside in the same household or share the same parent/account holder. Funds in a Hope Scholarship account may only be used for the student who is assigned to the individual account.

Prorated Funding

The amount of funding to an eligible student who is awarded a Hope Scholarship account for less than a full fiscal year will be prorated based on the portion of the fiscal year the eligible student is awarded the Hope Scholarship account.

The percentage of funds distributed will be calculated by reducing the total award amount by a percentage equal to the number of school days that have already passed in the student's county of residence since the beginning of the school year divided by 180.

For example: if 45 days of the school year have passed when the student is found eligible for the scholarship, $45 / 180 = 0.25 = 25\%$ reduction in scholarship award amount; meaning the eligible student will receive 75% of a full scholarship for the remainder of that school year.

Funding Continuation

The Hope Scholarship Board will continue to make deposits into an eligible student's Hope Scholarship account unless any of the following occur:

- A parent of an eligible recipient fails to renew a Hope Scholarship account or withdraws from the Hope Scholarship Program;
- The Board determines that a student is no longer eligible for a Hope Scholarship;
- The Board suspends or revokes participation in the Hope Scholarship Program for failure to comply with the requirements of this article;
- The Hope Scholarship student successfully completes a secondary education program; or
- The Hope Scholarship student reaches 21 years of age.

If any of the above conditions occur, the Board will notify the parent/guardian that the eligible recipient's account will be closed in forty-five (45) calendar days. If a parent fails to adequately address the condition(s) causing the closure or does not respond within thirty (30) calendar days of being notified, the board shall close the account and any remaining moneys shall be returned to the Hope Scholarship Program Fund.

Any funds remaining in a Hope Scholarship account at the end of the fiscal year may be carried forward to the next fiscal year upon successful renewal of the account.

Funds From Closed Accounts

If a parent/account holder fails to renew a Hope Scholarship account, or if the account is terminated, all remaining funds from the account will be returned to the West Virginia Hope Scholarship Program Fund. If an account is closed because the student is returning to public

school after October 1 of that academic year, upon request of the county board of education, the funds in the student's account will be transferred to the county board where the public school is located in order to fund the student's education for the rest of the school year.

Tax Implications

Funds deposited into a student's Hope Scholarship account, other than those expended on fee-for-service transportation services, **do not** count as taxable income for the parent/guardian of a Hope Scholarship student or for the student themselves.

Termination of Program Participation

A Hope Scholarship student's participation in the program will terminate if any of the following conditions occur:

- The parent/account holder withdraws the student from the program;
- The student successfully completes a secondary education program;
- The student reaches 21 years of age;
- If the student chooses an individualized instructional program, the parent/account holder fails to submit the student's annual standardized test results or annual certified teacher's review of the student's academic work to the county superintendent before June 8 prior to the upcoming academic year; or
- The student no longer lives in West Virginia.

If any of the above occur, the Hope Scholarship Board will notify the parent/account holder that the account will be closed in forty-five (45) days. The Board will close the account if:

- The parent/account holder does not respond to the notice within thirty (30) days of receiving it;
- The parent/account holder or student doesn't cure the issue in the notice within forty-five (45) days of receiving it; or
- The parent/account holder doesn't provide information showing that the circumstances leading to the Board's decision to close the account were factually incorrect within forty-five (45) days of the notice.

Immediately following termination of a Hope Scholarship student's participation in the program, the Board will close the student's account. Within twenty days of the account being closed, the Board will provide written notice of the closure to the parent/account holder. The notice will include the reason for the account closure and the process to appeal the Board's decision.

Any funds remaining in a Hope Scholarship account upon its closure will be returned to the West Virginia Hope Scholarship Program Fund. If an account is closed because the student is returning to public school after October 1 of that academic year, upon request of the county board of

education, the funds in the student's account will be transferred to the county board where the public school is located to fund the student's education for the rest of the school year.

Noncompliance, Intentional Misuse of Funds, or Criminal Activity

The Hope Scholarship Board may temporarily freeze or put a hold on an account if they receive credible information that a parent/account holder or student has violated Hope Scholarship Account statute or rule or has engaged in criminal activity using Hope Scholarship funds. A parent/account holder will be notified of an account freeze or hold within twenty (20) days following change in account status.

Parents/account holders must submit to any audit related to Hope Scholarship funds initiated by the Board. Upon request from the Board, parents/account holders must provide all records in the parent/account holder's possession relating to Hope Scholarship transactions.

A student or parent/account holder may appeal any action, audit finding, or other determination of the Board by filing an appeal.

Transactions Using Hope Scholarship Funds

Purchases

An account holder **must** complete all payments of Hope Scholarship funds to education service providers and vendors electronically using the online portal.

Reimbursement of Hope Scholarship funds for payments made with non-Hope Scholarship funds will only be considered on a case-by-case basis caused by extenuating circumstances. Any request must be made on a form prescribed by the Board and must require detailed supporting documentation and receipts. Any reimbursement requires approval of the Board

Refunds

All refunds of Hope Scholarship funds by an educational service provider or vendor must be electronically credited directly back to the Hope Scholarship student's account. **It is illegal for Hope Scholarship funds to be refunded, rebated, or shared with a parent or student in any manner other than a credit directly into the student's Hope Scholarship account.**

If a Hope Scholarship student uses Hope Scholarship funds to make a partial payment of tuition or fees to an educational service provider to reserve the student's enrollment in a program and the student does not participate in the program, the education service provider must electronically credit the payment back to the Hope Scholarship student's account within thirty (30) days after receiving notice that the student will not participate in the program or after the program has commenced, whichever occurs first.

Online Portal Access

Only an account holder is authorized to access an online portal user account or to complete a transaction using Hope Scholarship funds.

The Hope Scholarship Board may allow a person who is the account holder for multiple Hope Scholarship students residing in the same household to access all of the accounts through one online portal user account, provided that **individual Hope Scholarship accounts must remain separate and segregated at all times.**

The Hope Scholarship Board

Members

The West Virginia Hope Scholarship Program shall be administered by the West Virginia Hope Scholarship Board. The board consists of nine members:

- Chairman, WV State Treasurer – Riley Moore
- WV State Auditor Designee – Anthony Woods, Deputy State Auditor
- WV State Attorney General – Patrick Morrissey
- WV State Superintendent of Schools Designee – Dustin Lambert, Coordinator
- Chancellor of Higher Education Designee – Brian Weingart, Senior Director of Financial Aid
- Director of the Herbert Henderson Office of Minority Affairs – Jill Upson
- Parent – Jonathan “Zak” Ritchie
- Parent – Charles Russell
- Parent – Amanda Hoylman

If there is a vacancy among appointed members, the vacancy shall be filled by appointment to the unexpired term of a person meeting the requirements of this section by the Governor with the advice and consent of the Senate. Members of the board shall serve until the later of the expiration of the term for which the member was appointed or the appointment of his or her successor.

Powers of the Board

The board is authorized to take any action necessary to successfully administer the Hope Scholarship Program, subject to applicable state and federal law, **including, but not limited to** the following:

- Adopt and amend bylaws.
- Execute contracts and other instruments for necessary goods and services, employ necessary personnel and engage the services of private consultants, actuaries, auditors, counsel, managers, trustees, and any other contractor or professional needed for rendering professional and technical assistance and advice.
- Implement the program through the use of financial organizations as account depositories and managers.
- Develop and impose requirements, policies, procedures, and guidelines to implement and manage the program.
- Determine whether an expenditure of Hope Scholarship funds is or was a qualifying expense to educate a Hope Scholarship student. The board may approve or deny expenditures by a majority vote.
- Review any appeals

For information about the board meeting agendas, [please click here](#).

Contact Information

If you have any questions, please contact us at WVHope@emaportal.org or by calling our Service Center at 1-833-622-6819. Our service center is open Monday through Friday from 8:00 a.m. – 5:00 p.m. ET. You can also find additional information by [clicking here](#).

Appeals may be submitted by emailing hopescholarshipwv@wvsto.com after the student has been found ineligible.

If at any point you have a change of address, telephone, cell phone or E-mail address, you can update your information by logging into your account. Name changes must be made by the EMA service center.

Appendix A - Definitions

Academic Year: The period of time occurring between the first day of July and ending on the 30th of June, during which a student must meet the educational requirements equivalent to an instructional term under W. Va. Code §18-8-1.

Account or Scholarship: A Hope Scholarship account, awarded by the West Virginia Hope Scholarship Board, to which funds are allocated by the Board to the parent or parents of an eligible Hope Scholarship student in order to pay qualifying education expenses to educate the student.

ACH or Automated Clearinghouse: A national EFT network which enables participating financial institutions to distribute electronic credit and debit entries to financial institution accounts and to settle the entries.

Account Holder: The person designated and authorized to administer and manage a Hope Scholarship student's account. Refers to the person who applies or submits information on behalf of the potential Hope Scholarship student. Does not refer to a "secondary account holder".

Board: The Hope Scholarship Board created pursuant to W. Va. Code §18-31-3.

Curriculum: A complete course of study for a particular content area or grade level, including any supplemental materials required by the curriculum.

Education Service Provider or Provider: A person or organization that receives payments from Hope Scholarship accounts to provide educational goods and services to Hope Scholarship students.

EFT: "Electronic Funds Transfer".

Eligible Student: A child who:

- Is a resident of this state; and
- Is enrolled full-time and attending a public elementary or secondary school program in this state for at least 45 calendar days during an instructional term at the time of application and until an award letter is issued by the board under W.Va. Code §18-31-5(c) or enrolled full-time in a public elementary or secondary school program in this state for the entire instructional term the previous year, or is eligible at the time of application to enroll in a kindergarten program in this state pursuant to W.Va. Code §18-8-1a. However, if on July 1, 2024, the participation rate of the combined number of students in the Hope Scholarship Program and students eligible who have applied to participate in the Hope Scholarship program during the previous school year is less than five percent of net public school enrollment adjusted for state aid purposes for the previous school

year, then, effective July 1, 2026, a child is considered to meet the requirements of this paragraph if he or she is enrolled, eligible to be enrolled, or required to be enrolled in a kindergarten program or public elementary or secondary school program in this state at the time of application.

Hope Scholarship Funds or Funds: The moneys deposited in a Hope Scholarship student's account in accordance with the requirements of this article.

Hope Scholarship Student or Student: A student who receives a Hope Scholarship.

Hope Scholarship Website: The website created and maintained to provide program information, documents, and forms available to the public.

Immediate Family: A definition can be found in §126-18-2 to describe a person's relationship to a Hope Scholarship student.

Instructional Term: A period of continuous enrollment in the West Virginia public school system for the full academic year.

Online Portal: The online system and interface administered by the Treasurer through which parents, vendors, and service providers may complete transactions using Hope Scholarship Funds.

Parent/Account Holder: A biological parent, legal guardian, custodian, or other person with legal authority to act on behalf of an eligible recipient or Hope Scholarship student.

Participating School: Any private school that provides education to elementary and/or secondary students and has notified the board of its intention to participate in the program and comply with the program's requirements.

Resident School District: The county school district in which the student resides.

Transaction: A single purchase, payment, or transfer.

Treasurer: The West Virginia State Treasurer or their designee.