



Year-End Academic Reporting Requirements



As a reminder, there are **academic/attendance reporting requirements** for all participating Hope Scholarship students which are **due no later than June 8** annually to the county superintendent of their county of residence. Please use the special email addresses created for this purpose to submit your required documentation to your county to help ensure that it makes it to the correct person in the county and to have proof of submission. The email list can be found [HERE](#).

For students attending a **nonpublic school**, the nonpublic school must submit confirmation of each Hope Scholarship student's enrollment and attendance in their school to the local county superintendent of the student's county of residence. The nonpublic schools complete this requirement and there is no required reporting from the parent/guardian.

For students who are on the **Individualized Instructional Program (IIP) pathway**, including students who attend microschools, the student must submit certain academic information to their local county superintendent. There are two options to satisfy the academic reporting requirements in the Hope Scholarship Act: (1) nationally normed standardized achievement tests or (2) certified teacher review of the student's academic work.

More information about the year-end academic reporting requirements can be found in the [Hope Scholarship FAQs](#) on our website. Examples include information about the specific subjects for nationally normed testing, the sample portfolio review form, etc.

If you do not submit the required documentation for your renewal student, state law requires that the Hope Scholarship account be terminated and all money remaining in the account returned to the State of West Virginia. Please be sure to submit your

required academic documentation by the June 8 deadline!

Also, as a reminder, the status of your student's Continued Participation Confirmation for 2025-2026 will not be updated from Conditionally Eligible to Approved until mid-July after Hope Scholarship Board staff have confirmed submission of the required academic/attendance reporting information with the West Virginia Department of Education.

New Kindergarten FAQs

Several new FAQs regarding incoming kindergarten students have been added to the Hope Scholarship website in recent weeks.

If you have an incoming kindergarten student for the 2025-2026 school year, we encourage you to review the FAQs found [HERE](#) for the latest information, particularly if you reside in Kanawha County.



Updated Parent Handbook

The Hope Scholarship Parent Handbook was recently updated. Please be sure to review the updated version found [HERE](#).

Changes included the following:

- Added information about application dates for the 2025-2026 year
- Updated the acceptable residency documentation list and added information about the Plaid residency verification process
- Added a definition of the account status of Eligible and updated the definition for the account status of Approved
- Updated the two-year technology limits section to clarify that 3D printers are treated separately from other types of printers
- Added language regarding the requirement that reimbursement requests be submitted within 90 days of purchase

New Provider Search Tool

There is a new School/Provider Search Tool on the Hope Scholarship website! Instead of posting a PDF file as we have historically done, the list of schools and providers is now a searchable page where you can search by vendor name or city.

You can also click on the column headers (Business Organization Name, Type, City and State) to change the sort order of the data. To see more information about each provider, click on the provider's name to expand and see the providers website, primary contact telephone number, and address.

Please note that this list on the website only includes education service providers who have submitted services/products for purchase in the Marketplace. Providers who have created an account but never completed the registration process by making their services/products available in the online portal are not reflected at this time. The website will be updated every few weeks to include the current list of providers available to program participants.

School/Provider Search

Process for Submitting Physician or Therapist Recommendations under Toy Exemption for Students with Disabilities

The Board's Non-Qualifying Expense list prohibits the use of Hope Scholarship funds to purchase "toys other than puzzles, molding clay/play-do, kinetic sand, educational board games or **specific toys recommended by a physician or therapist for students with disabilities.**"

To better ensure proper handling of purchase requests for students with disabilities, we now recommend the following process when placing your TheoPay order:

- 1.) Place your order in the TheoPay platform. If possible, include only the item(s) which fall under this category on the order. If the TheoPay Artificial Intelligence initially says no for the items, please submit them for reconsideration with a note that indicates the purchase is for a student with disabilities and you will be submitting the medical recommendation by email.
- 2.) Immediately upon submission of your TheoPay order, email the required recommendation from your student's physician or therapist for the **specific items** being purchased to hopescholarshipwv@wvsto.gov. Label the subject of your email as follows, filling in the X's with your specific TheoPay order number: Medical Recommendation for TheoPay Order #XXXXXX.
- 3.) Hope Scholarship Board staff will review the physician/therapist recommendation and authorize the Fulfillment Team to place the order for your student.

Failure to follow this process will make it more likely that your order will be initially denied until the proper documentation is received, delaying the receipt of the items.

Process for Placing Monthly Services Orders

If you wish to purchase multiple months

of a monthly service, it is recommended that you make multiple orders for those services in the Hope Scholarship online marketplace. For example, if you wish to purchase six months of a monthly service from a provider, you will do six individual orders for one month of service. This makes it easier for a provider to bill one month at a time as they actually provide the services to you and gives them the

ability to cancel orders for months of services that cannot be provided for some reason. Lumping them into one big order would result in the provider having to make a refund back to your student's Hope Scholarship account.



New TheoPay Vendors

Several new TheoPay Vendors were added in the Hope Scholarship online portal since the last newsletter. Those vendors include the following:

- Pro3 Services
- All in One Curriculum, Inc.
- CircuitMess
- The Fidget Game LTD Company
- Breaking the Barrier, Inc.
- Educational Mega Store
- Lavender Vibes LLC
- Heart of Dakota Publishing, Inc.
- Child 1st Publishing LLC
- Foundation in Sounds
- Global Schoolwear
- Innoaddi, Inc.

Did You Know?



When a TheoPay vendor is whitelisted in the Hope Scholarship online portal, it does not mean that every item sold on the website is a qualifying expense under the Hope Scholarship program. Several of our whitelisted vendors sell products that are unallowable under the program rules.

See the **Nonqualifying Expense List** for more details. Also, some whitelisted vendors may sell a combination of goods/commodities and services through their website. Services cannot be purchased

through TheoPay and must instead be purchased through the closed marketplace. Some vendors are both TheoPay enabled and have closed marketplace services available for purchase by Hope Scholarship families.

Amazon Third Party Sellers

When placing TheoPay orders with Amazon, it is recommended that parents look for items that are fulfilled directly by Amazon instead of items fulfilled by a third-party seller on Amazon. While orders can be placed with third-party Amazon sellers under the Hope Scholarship Program, we have found that such orders are more likely to experience cancellations or shipping delays by the sellers. After searching for the item that you wish to purchase, you can then filter by type of seller. Check the box for Amazon.com to see items which will be shipped directly by Amazon.



Vendor Update: Penn Foster HS

After receiving numerous requests from parents for this provider, we are excited to announce that Penn Foster High School is now a participating provider in the Hope Scholarship Program! You can find them in the Marketplace in the online portal under **PF High School, LLC**. Please note that if your child attends this school, they are considered an Individualized Instructional Plan (IIP) student and you will be required to submit either nationally normed standardized test results or a portfolio review annually to your local county board of education to satisfy the year-end academic reporting requirements.

Reminder: Second Semester Tuition and Fees

We still have hundreds of participating students who have not yet paid their second semester tuition and fees to their nonpublic school. If your student attends a participating nonpublic or microschool and you have not yet pushed the button to pay your second semester tuition and fees, please log into the Hope Scholarship online portal to do so. Click on the blue “My School” tile and then push the blue button to pay tuition and fees for the second semester. Review the amounts and push submit on the pop-up screen. If you experience any technical difficulties with this process, please contact the Hope Engagement Center at 681-999-HOPE or help@hopescholarshipwv.com.

Important Upcoming Dates

- June 8, 2025: Year-end academic reporting due to the county board of education.
- June 15, 2025: Last day to submit CPCs for 2025-2026 and last day for new applicants to apply for 100% scholarship funding for 2025-2026.
- June 16, 2025: First day of the 75% funding window for new applications for 2025-2026.
- July 31, 2025: Recommended last day for new Hope participants to submit their NOI for the 2025-2026 school year to ensure no



issues with first semester funding. Earlier submission is strongly encouraged.

- August 15, 2025: First semester funding date for the 2025-2026 school year.



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