Welcome to the Alabama Opportunity Scholarship Fund

The Alabama Opportunity Scholarship Fund (AOSF) believes that every child is unique, and that every child learns differently. Most students will thrive in their assigned neighborhood. However, there are some children who will need a different learning environment to reach his or her full potential. It's about giving children the tools to help them succeed. Sometimes that means another public school in a different neighborhood. AOSF has a vision that one day, every Alabama child has an equal opportunity to a quality education, which can only occur when educators and local communities are empowered to create diverse learning options and all parents are empowered to match their children to the learning option that best meet their needs.

This guide will provide information for schools and the administrations of educational scholarships granted by AOSF. If a parent or guardian has questions about the scholarship process, you may direct them to our website at https://alabamascholarshipfund.org/.

School Contacts

For questions related to student enrollment, scholarship distributions, Partner School policies and procedures, or submitting required Partner School documentation, please contact:

Julie Benz, Scholarship Program Manager
Email: jbenz@alabamascholarshipfund.org
Office Phone: (205) 206-7806

Partner School Requirements

An Alabama public school wishing to partner with AOSF does not need to be approved by the Department of Revenue as a participating school.

There is information that AOSF must collect from partner schools on an annual basis. Below is a checklist of documents that must be submitted to AOSF. These documents include, but are not limited to:

- 2021-2022 AOSF School Participation Agreement (completed online)*
- Standardized test results of all scholarship students in grades 2-8, 10 and 11.

The above listed documents shall be submitted to AOSF via the online K12 portal. Items with an (*) indicate items that must be received by AOSF prior to the disbursement of any scholarship fund checks to the Partner School.

Scholarship Application Process

The AOSF scholarship application process is an exclusively parent or guardian driven process. A prospective scholarship student’s application is solely the responsibility of the parent or guardian. Schools should not be actively involved in the scholarship application process on behalf of an applying family. AOSF does not require that a school collect or maintain any information about a scholarship applicant beyond that information that the school is required to collect by law (for example, a birth certificate to prove age-grade eligibility or immunization. If a parent or guardian needs assistance with, or has questions about a scholarship application, please direct them to help@alosf.org.
**Scholarship Amount**

AOSF scholarships are awarded on an academic year basis. AOSF scholarships cover tuition and certain mandatory fees for the time when the student is awarded a scholarship or enrolls in a Partner School, whichever is later. AOSF can cover all out of district transfer fees that a public school might require.

**Enrolling Scholarship Students**

Students who are awarded an AOSF scholarship for the 2021-2022 school year and who have been admitted into the partner school must log into their K12 Portal to accept their scholarship award. The school must then log into their K12 Portal and enter in the tuition and fee information and click “Accept” to “activate” the scholarship. Scholarship awards will contain an expiration date, and will expire if not activated. The expiration date for 2021-2022 is August 15. In order to ensure that the student will receive scholarship funding, please complete the tuition and fee information in a timely manner. AOSF cannot guarantee the reinstatement of any expired scholarship award.

The tuition and fee form contains pertinent information about the student that AOSF will use to calculate the payment amount for the 2021-2022 school year. These forms are to be completed electronically by the school’s scholarship administrator. School administrators have until August 15 to complete the tuition and fee form for that given student. After August 15, if an administrator still has not completed the form for an enrolled student, scholarship funds cannot be guaranteed to the school for that student.

**NOTE:** AOSF cannot guarantee funding for any student unless the student has received a valid official award letter for the 2021-2022 school year. AOSF encourages schools not to enroll a pending scholarship student (a student who has applied for an AOSF scholarship but has not yet been awarded) unless the applicant family and the school have discussed or made arrangements for financial responsibility of the student's tuition and fees in the event that the student does not receive scholarship funding. Enrolling a student without a scholarship award is a financial risk not encouraged by AOSF. Additionally, enrolling a student without a scholarship could affect the student’s scholarship eligibility in future academic years. Not all students who apply for an AOSF scholarship will be funded and, if awarded, scholarship funding cannot relate back to cover any financial obligations incurred at a school for any period before the student was awarded for the school year. AOSF cannot be held responsible for any financial obligations incurred while an applicant-student attends the partner school without an award letter.

**Distribution of AOSF Scholarship Funds**

Scholarships to public schools are paid in full in the first distribution of each school year, typically occurring in early September of each year.

Scholarships are paid in the form of an ACH (automated clearing house) issued to the school on behalf of the parent or guardian listed on the scholarship application. The school will receive an electronic deposit and a payment detail report that will have each student's payment amount itemized.