

Reimbursement for Special Education Services FAQ

Who will be eligible for reimbursement?	
Who is eligible for the reimbursement?	Parents or guardians of students with disabilities who incurred expenses providing a quality education for their children during COVID-19.
What is meant by being a parent or guardian of a child with a disability?	Your child must have an Individualized Education Program (IEP) and be enrolled in public school during the reimbursement period.
If I have multiple students who are eligible, am I required to submit multiple applications?	No, parents or guardians may submit one application for a maximum of three eligible students.
Will students be eligible if they used the Special Needs Scholarship for private school either prior to the pandemic or during the pandemic?	Families of students with special needs may seek reimbursement for out-of-pocket expenses incurred while enrolled in public schools between March 13, 2020 through May 14, 2021.
Can Pre-K students or Head Start students qualify for reimbursement?	Yes, young children with IEPs may be eligible for reimbursement.
Will the reimbursement accommodate families only with out-of-pocket expenses?	Yes, families must have incurred the expenses prior to submitting the reimbursement application.
Is there a hard copy of the application that we can provide for families?	A hard copy of the application will be available for families; however, final submissions must be completed using the online process.
Are homeschooled students eligible for the reimbursement program?	No, the reimbursement program is for families with students enrolled in public schools.
What if my student is enrolled in a virtual charter school system?	You may seek reimbursement for students with IEPs who are enrolled in a virtual charter school system.
What does it mean to have a student with special needs? Are there specific ages?	A student from ages 3-21 with an IEP may have one or more specific disabilities such as Speech, Other Health Impaired, Autism, etc. In Georgia, we provide special education services through the age of 22.



Who will be eligible for reimbursement?	
What if my student had an IEP but was transferred to a 504 Plan? Can I still apply?	Yes, you may apply for expenses incurred during the timeframe the student had an IEP.
What charter school system is Georgia Cyber Academy (GCA) listed under?	Georgia Cyber Academy is a charter school system. It is in the dropdown list for ALL school systems.
Does the reimbursement include foster children?	Yes, all children with IEPs enrolled in public schools may be eligible.
Are there income restrictions for eligibility?	No, there is not a consideration of income for reimbursement.
If the parent serves as the learning coach, how is that reimbursable?	The reimbursement is not available for natural supports, such as parents supporting the learning process.
Is reimbursement available for tutoring? My student was on a 504 and RTI during the 1st semester and transitioned to an IEP during the 2nd semester?	Reimbursement may be available for the timeframe in which the student had an IEP.
What if the school provided laptops but was unable to make a laptop available for my student?	You should indicate that a laptop was not available for your student and why it was necessary for special education services.
What is the reimbursement amount?	
Is there a maximum amount of reimbursement per child?	Families may be eligible for a maximum of \$500.00 per verified reimbursement request per student with a disability. The maximum total amount may vary based on funding.
Will submitting expenses more than \$500 impact my eligibility to qualify for the \$500?	No, you may submit additional expenses; however, approval of each application is based on meeting the criteria and availability of funding.
What is the reimbursement period?	
What is the reimbursement period?	Families may submit unduplicated expenses from March 13, 2020 through May 14, 2021. Applications must be reviewed and approved for reimbursement. Pending the volume of application submissions, it may be necessary to prioritize approvals based on students with high needs.

How can I access the application and get started?	
Where do we find the application?	You may access the application on the following webpage: Click Here .
What information should be available before starting the application?	You should know the following: (1) district name, (2) school name, (3) each student's legal first and last name, and (4) each student's Georgia Testing Identifier.
Where can I find my child's Georgia Testing Identifier, commonly referred to as GTID?	The GTID is located on the student's report card and may be labeled as the State ID.
My child's GTID NUMBER does not have ten digits.	The GTID is a ten-digit number. If it is not available on the report card, please contact the local school district.
My children and I moved during the pandemic. Do I select the school we were in during the beginning of the pandemic, or the current school?	You should select the school relative to the reimbursement period. For example, if you are seeking reimbursement for incurred expenses while enrolled in the previous school, then you would use the previous school.
How can I learn more information about allowable expenses and documentation?	
Am I required to upload documentation for the expenses?	Yes, you are required to upload documentation of expenses for the reimbursement request per child.
Does this include copays associated with private therapies?	You may opt to submit out-of-pocket expenses for copays related to private therapies provided for special education services.
My child required specialized child care services per his unique needs. Does this qualify?	Child care services were not included on the list of expenses. If you opt to submit this expense, you will need to clarify how the services supported the provision of special education services.
If I am seeking reimbursement for transportation, will I need to submit gas receipts? I traveled to make services available for my child.	It is appropriate to submit a request for mileage reimbursement for the miles traveled from your destination to the provider. It is helpful to upload a document to show the number of miles traveled, such as a printout from MapQuest. Mileage will be reimbursed based on the state rate.
During the pandemic, I hired someone to assist with virtual instruction and to help my child redirect his behavior. I have some documentation including Cash App and handwritten receipts. Is this appropriate?	Yes, you may submit this type of documentation for reimbursement.
Are mental health services an allowable reimbursement expense?	Yes, the provision of services from a mental health therapist can be submitted for reimbursement.

How can I obtain more information about allowable expenses and documentation?	
Can I seek reimbursement for laptops, tablets, or printers?	If you opt to include this type of technology, it will be important to advise how this technology supported the provision of special education services. Please ensure that this technology was not otherwise provided by the school.
Is private tutoring classified as qualifying services under "tutoring supports?"	Yes, you may opt to submit private tutoring necessary for special education supports. The private tutoring would have been provided for public school students.
Can families request reimbursement for private school tuition?	No, the reimbursement program is not for private school tuition. In Georgia, homeschool students are considered parentally placed private school students.
What if we do not have itemized receipts? Can we upload bank statements showing charges from the store? Can we upload pictures of the items purchased?	As an alternative to an actual receipt, you may upload a statement or other supporting documents for the incurred expense. Pictures of the purchased item will not be sufficient for reimbursement.
Will missing work for therapy appointments be considered eligible for reimbursement?	No, the reimbursement process does not address loss of wages.
Can I seek reimbursement for vitamins?	You will need to share why the incurred expense was necessary during this unique time. You would not seek reimbursement for natural supports or expenses that were not relative to the pandemic. It is possible that additional supports were necessary during this time.
Can I seek reimbursement for a behavior therapist?	Yes, the use of a behavior therapist may be reimbursable.
Do we have to upload an IEP?	No, we are not requesting that you upload a copy of the IEP.
Can I be reimbursed for ink printer cartridges used to print required assignments? Should I submit copies of the emailed assignments?	Yes, you may seek reimbursement for the purchase (printer cartridge); however, you do not need to submit copies of the assignment.

How can I upload additional documents?	
Can I submit additional documentation after submitting the request?	Currently, you are unable to upload additional documents. The Department is working on an adjustment that would allow supplemental uploads with the confirmation number.
Who can submit the application?	The parent or guardian’s name and email address used to submit the application must be consistent with the name and email address used to receive payment.
How can I learn more information about the application status?	
How will families know the status of the application?	Families will be able to access the “check status” button for updates. Final notification letters will be sent to each parent or guardian when the application has been approved or denied.
Will every parent reimbursement request be approved?	Per limited funding, applications will be prioritized based on children with high needs. It is possible that an application may be approved for a partial amount of the requested reimbursement.
We had many parents who had to get internet service. Is this covered?	If hot spots were not provided by the local school district but necessary for the provision of special education services, then you may opt to submit this expense.
Is there an appeal process if parents are denied the reimbursement?	No, there is not an appeal process. Applications will be reviewed and approved based on the criteria and availability of funding.
How can I learn more information about the reimbursement process?	
If approved, how will I receive my reimbursement?	The approval email will describe specific information to include the approval amount per child and next steps.
Will the reimbursement payment come directly from GaDOE?	No, GaDOE is contracting with a third-party vendor to process reimbursement payments on behalf of this project. The reimbursement process will require ACH Banking information. The banking account must be in the same name as the applicant submitting the reimbursement request. If there are concerns, you may use the “Report an Issue” feature located on the public webpage or email SPEDReimbursement@doe.k12.ga.us .
When can I expect my reimbursement?	After receiving an approval email, the parent or guardian will need to complete the registration for payment and include ACH Banking information. Upon receiving complete registration information, the third-party vendor will be able to process payments between 10 – 14 days. The State will make the application process available through May 14 and may not be able to approve applications real time.
Will reimbursement be first come first serve or based on student's disability needs?	The State intends to maximize the full application submission window to allow appropriate consideration for all families.