



2025



UFA SCHOLARSHIP PROGRAM HANDBOOK



 ODYSSEY

Table of Contents

Table of Contents	2
Welcome.....	5
About Odyssey.....	5
UFA Timeline.....	5
Parents & Students	6
Eligibility Criteria:.....	6
Maintaining Eligibility:.....	7
UFA Stacking Restrictions:.....	7
UFA and Public Schools:.....	8
Eligible student enrollment preference order:.....	8
Application Process:.....	8
Returning Year 1 Participants:.....	9
Year 2 Applicants (Spring 2025 ACE Applicants).....	9
New Applicants.....	9
Necessary Documents or Information for the Application:.....	9
Student Identification Document:.....	9
Active Duty Military:.....	10
Residency Documentation:.....	10
Income Documentation:.....	10
Returning Student Portfolio/Assessment:.....	10
How to Apply:.....	11
Receive an Email with a Registration Link.....	11
Create a Parent Account or Login.....	11
Start the Application.....	12
Step 1: Parent or Guardian Information.....	13
Step 2: Student Information.....	15
Step 3: Attestations.....	18
Step 4: Verification Documents.....	19
Proof of address document:.....	20
Income Proof.....	22
Selecting a School:.....	26
Opting In:.....	28
Statuses You May See:.....	29
Opting Out:.....	29
Funding Amount:.....	30
Funding Amounts by Student Type.....	30
Mid-Year Exits and Awards.....	30

Roll Over Funds:.....	30
Utah Fits All (UFA) Scholarship Program Appeals Process:.....	31
Funds and Uses.....	32
UFA Funds and Taxes:.....	32
Approved Expenses:.....	32
Examples of Extracurricular, Physical Education, and Fine Arts:.....	34
Non-Allowable Expenses:.....	35
Odyssey Marketplace:.....	36
How to Use the Marketplace:.....	36
Accessing the Marketplace.....	36
Browsing the Marketplace.....	38
Purchasing your product or service.....	39
Checking your Order's Status.....	45
Tuition:.....	47
How to Pay Tuition:.....	47
Tuition Refund Policy:.....	49
Changing Schools During the Program Year.....	49
Refund Eligibility.....	50
Tuition Refund Process.....	50
Reimbursements:.....	50
Returning Student Reimbursements:.....	51
New Student Reimbursements:.....	51
Reimbursement Policy for the 2025-2026 School Year Funds - Beginning August 21, 2025.....	52
Receipt Guidelines.....	52
Utah Fits All Scholarship Program Reimbursement Appeals Process:.....	53
Eligible Appeals.....	53
Appeal Submission Requirements.....	53
Appeal Review Process.....	54
Important Notes and Limitations.....	54
Legal Guidance for Purchasing Guidelines.....	55
Schools.....	55
UFA Approved Private School Policy:.....	55
Private Schools with 150 Or More Enrolled Students.....	56
Private Schools with Fewer Than 150 Enrolled Students.....	58
School Registration.....	59
Registration Link:.....	59
Registration:.....	61
Banking Information:.....	64
Stripe Setup (New Account).....	66
Confirm Student Enrollments:.....	74

Downloading Enrollment Lists.....	76
Set Tuition & Fees.....	77
Updating Tuition & Fees.....	81
Adding Additional Users.....	87
Approved UFA Private Schools:.....	90
Service Providers or Vendors.....	92
What is the Odyssey Marketplace and can I be in it?.....	92
Price Caps/Purchase Restrictions of Eligible Expenses for the Utah Fits All Scholarship Program:.....	92
Utah Fits All Providers: Parent Co-ops:.....	93
Can a Parent Co-op be an eligible service provider?.....	93
Can a parent use scholarship funds to pay a parent co-op?.....	93
What should I do if I am a parent in a co-op?.....	94
Relevant Sections of Utah State Code:.....	94
What Documents are Needed to Complete the UFA Scholarship Program Provider Application?.....	95
How to Complete the Utah Fits All Scholarship Program Provider Application:.....	96
Can a Parent Be a Provider or Work at a School Their Child Attends With the Utah Fits All Scholarship?.....	102
Homeschool Parents.....	102
Private School Employees.....	103
Private School Owners.....	103
What the Law Says:.....	103
Who can be a Utah Fits All Scholarship provider?.....	104
Approved Providers in the UFA Marketplace:.....	105
Additional Information.....	115
Changing Password:.....	115
Resetting Your Password When You Can't Get Into Your Account.....	115
Resetting Your Password When You Have Access To Your Account.....	115
FAQ Portal:.....	115
Contact Odyssey:.....	115
Form Submission.....	116
Email.....	118
Phone.....	118
Chat.....	121

Welcome

Thank you for participating in the Utah Fits All (UFA) Scholarship Program parent! Odyssey is excited to partner with this program to provide Utah families with the resources to shape their students' educational experience.

This handbook is designed to equip you with the tools and information needed for a seamless experience on the Odyssey Platform. It covers key topics for parents, schools, and vendors or service providers. For the latest information regarding the UFA program or additional FAQ, please visit Odyssey's [UFA Program Support Portal](#).

About Odyssey

At Odyssey, our mission is to enable access to high-quality education across the U.S. by providing families with the tools and resources to make informed educational choices. Our team is powered by a passionate team of developers, e-commerce and finance leaders, customer success experts, and former educators. Together, we are dedicated to building innovative technology solutions that empower parents to choose the best education for their children.

As the first company designed specifically for education savings accounts (ESAs), Odyssey connects families, states, and vendors through a streamlined platform. Our system simplifies application management, payment processing, order fulfillment, and communication, all while offering around-the-clock customer support to ensure a seamless user experience.

We are proud to partner with the Utah State Board of Education (USBE) to administer the Utah Fits All (UFA) Scholarship Program.

The information provided in this handbook is based on the time of its publication. It is to be used as a guide and not a document of record. For the current and most up to date policies please see the digital [Utah Fits All Handbook](#).

UFA Timeline

- **May 16, 2025: UFA Transitioned:** Odyssey began receiving information from the previous program provider. The final set of data was transferred on May 29th.
- **June 9, 2025: School Application Began:** Over 100 schools were contacted and provided instruction on how to make an Odyssey account.
- **June 12, 2025: Provider Application Opened:** To date Odyssey has received over 775 provider applications.
- **July 31, 2025: Application Opens:** Odyssey will send a link to returning 2024-2025 participants to confirm their eligibility. Additionally, families who applied for the

2025-2026 program under ACE will be able to reapply.

- **August 15, 2025: Application Closes:** Odyssey will verify income with the Utah State Tax Commission, check for public school enrollment with USBE, and complete pending determinations.
- **August 21, 2025: Marketplace and Student Portal Opens:** Odyssey will distribute funding based on prioritization, issue funds, and open student portals.
- **September 30, 2025: End of the Reimbursement Policy for the Remainder of 2024-2025 School Year Funds:** Returning year 1 families have until this date to submit reimbursements for purchases made with year 1 funds.

Parents & Students

Eligibility Criteria:

To be eligible for the Utah Fits All Scholarship Program, a student must:

1. Participate in kindergarten, or grades 1 through 12 (age 5-21 on September 1 of the program year);
2. Be a primary resident of Utah. (This requirement includes children of a military service member, as that term is defined in Section [53B-8-102](#));
3. During the school year for which the student is applying for a scholarship account:
 1. Not receive a scholarship under:
 - The Carson Smith Scholarship Program established in Section [53F-4-302](#); or
 - The Carson Smith Opportunity Scholarship Program established in Section [53E-7-402](#); and
 2. Before receiving the scholarship, not be enrolled in:
 - An LEA;
4. Ensure their eligibility is not suspended or disqualified under Section 53F-6-401;
5. Maintain eligibility in the program by completing the portfolio requirement described in Subsection [53F-6-402\(3\)\(d\)](#);
6. Provide verification of primary residence in Utah, including a parent's utility bill, mortgage statement, lease agreement, or property tax records from the current calendar year in which the eligible student is renewing, reapplying, or applying for the scholarship for the first time; and
7. For out-of-state military families: Attest that the student is not enrolled in a public school elsewhere while receiving the scholarship.

Maintaining Eligibility:

To maintain eligibility from one year to another, parents must:

1. Provide verification of primary residence in Utah
2. Ensure your student is still attending an approved and registered private school or participating in home-based learning for K-12
3. Complete and deliver to Odyssey a portfolio describing the scholarship student's educational opportunities and achievements under the program for the given year; or submit results from an assessment as described in Section 53F-6-410.

Examples of Assessments:

- Standardized Assessment
- High School Assessment
- College Readiness Assessment
- Assessment of the student's reading grade level
- Nationally norm-referenced assessment

Parents will need to resubmit their information yearly to verify their continued eligibility.

UFA Stacking Restrictions:

During the school year for which the student is applying for a scholarship account, the student may not receive a scholarship under:

1. The Carson Smith Scholarship Program established in Section 53F-4-302; or
2. The Carson Smith Opportunity Scholarship Program established in Section 53E-7-402; and
3. The Statewide Online Education Program (SOEP)

The student may apply to the programs listed above but as soon as they spend funds from one of the above programs they are no longer eligible for UFA.

Before receiving the scholarship, the student must not be enrolled in:

1. An LEA

Additionally, a UFA student cannot be enrolled in the Statewide Online Education Program (SOEP) while participating in UFA.

UFA and Public Schools:

As established by the program guidelines, the UFA Scholarship is only for students in an approved and registered private school or participating in home-based learning. Public school students are not eligible.

Your child may return to a public school at any time. However, you must notify Odyssey within five (5) business days if your child returns to a public school that is not a qualifying provider or if you have elected to take courses from the public portion of a qualifying provider.

If your student enters or reenters the public education system during a given school year, you are forfeiting the UFA funds. In other words, any remaining funds will be removed from your student's account, and you will not receive any additional funding for that school year.

Please note that Odyssey will conduct checks with the Utah State Board of Education (USBE) to verify if UFA participants are also enrolled in public school.

Eligible student enrollment preference order:

1. An eligible student who used a scholarship account in the **previous** school year and has submitted the required accountability measure;
2. An eligible student:
 - who did **not** use a scholarship account in the previous school year; and
 - with a family income at or below **300%** of the federal poverty level;
3. An eligible student who is a **sibling** of an eligible student who:
 - uses a scholarship account at the time the sibling applies for a scholarship account; or
 - used a scholarship account in the school year immediately preceding the school year for which the sibling is applying for a scholarship account; and
4. For any remaining scholarships, to an eligible student on a **lottery** basis.

Application Process:

On July 31, 2025, the application link will be sent to all returning participants and whoever applied under the previous program administrator.

Returning Year 1 Participants:

If your student participated in the program during the 2024–2025 school year, you can resubmit your information to continue into Year 2. This will be a short verification process, not a full application. If you have additional students who are not yet in the program, you'll be able to create new, unique profiles for each of them.

You will only need to verify residency and upload your student's portfolio or assessment. If they

no longer have the portfolio or assessment, you can upload submission confirmation from the previous provider. Odyssey will honor any portfolio or assessment submitted to the previous provider.

Year 2 Applicants (Spring 2025 ACE Applicants)

As we have stated previously, the data received from the previous administrator was not complete or validated. Because of this, if you applied through ACE during the Spring 2025 application process but did not participate in the 2024-2025 program, you will be eligible to submit a new application.

New Applicants

New applicants who did not apply during the Spring 2025 ACE application window will not be eligible to apply in this cycle. They will have the opportunity to apply during the next application cycle for the 2026-2027 program.

Necessary Documents or Information for the Application:

Student Identification Document:

Parents will be required to upload a document that can be used to verify the student's identity. This document will not be shared with any other entity and will only be used for internal auditing procedures. Acceptable documents include:

- Birth Certificate
- Government ID
- School ID
- Any other document that can be used to verify the student's identity

Active Duty Military:

Active Duty Military members who are either stationed inside of the state or a Utah resident station out of state must upload military orders.

Residency Documentation:

Parents must upload documentation to verify their primary residence is the state of Utah. Eligible documents must be dated within the current calendar year and include the name and address provided during the application. Eligible documents are as follows:

- Utility Bill
- Mortgage Statement
- Lease Agreement
- Property Tax Records
- Bill of House Sale

Income Documentation:

In order to determine funding prioritization parents must provide information for Odyssey to determine household income. The following is necessary.

- Parent Social Security Number
- Household Size
- Federal 1040
- Authorization to the Utah State Tax Commission to release your Utah individual income tax return information pertaining to the three most recent tax years to Odyssey.

Returning Student Portfolio/Assessment:

Returning students must complete and deliver to the program manager a portfolio describing the scholarship student's educational opportunities and achievements under the program for the given year; or submit results from an assessment. Odyssey will acknowledge any portfolio or assessment uploaded to the previous program provider. Examples of acceptable documentation include but are not limited to:

- Verification of previous portfolio/assessment uploaded
- Essay describing the students educational opportunities and achievements
- Collection of the students greatest learning projects throughout the year
- Student report card
- Nationally recognized assessments
- State recognized assessments
- College readiness assessments
- Reading level assessments
- Any other documentation the parent believes Odyssey and use to understand the student's educational opportunities and achievements under the program

How to Apply:

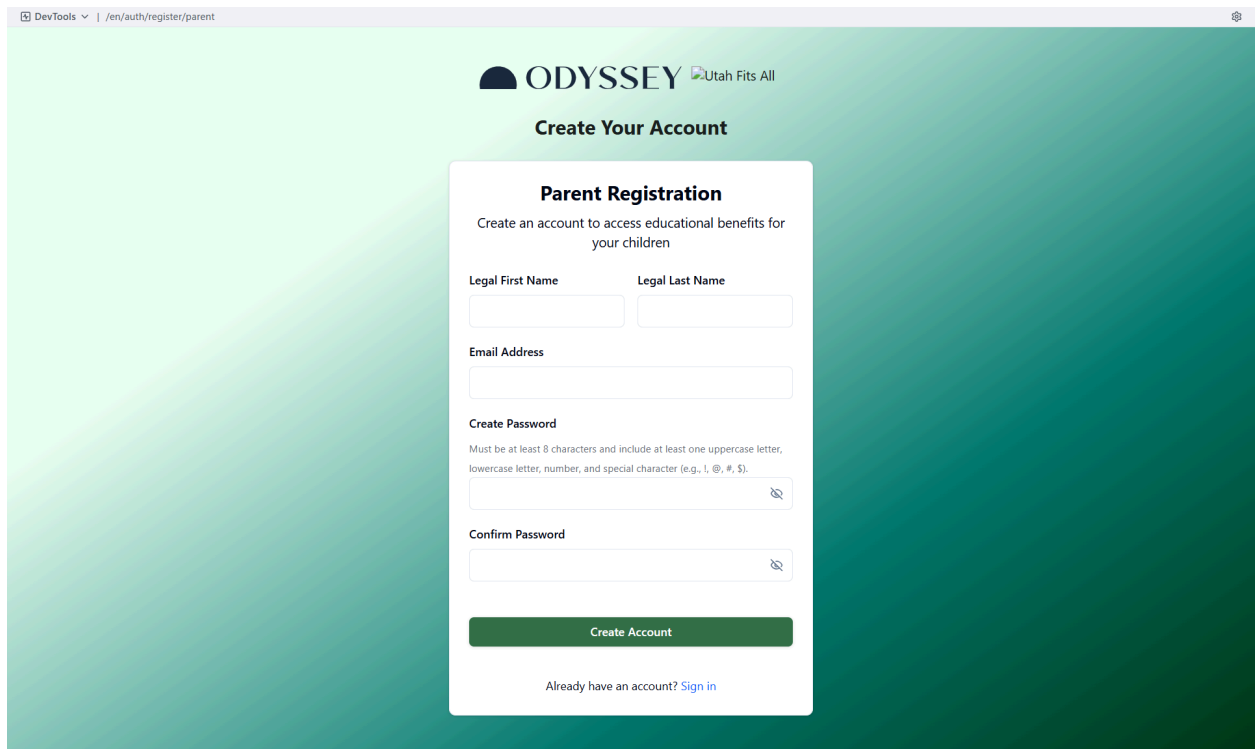
Receive an Email with a Registration Link

- Odyssey will send you an email with the registration link on July 31st

- Ensure you can receive emails from help.ut@withodyssey.com

Create a Parent Account or Login

- Navigate to the application website and create a parent account by providing the required information:
 - Legal First Name
 - Legal Last Name
 - Email Address
 - Make sure it's the email address used for the 2024-2025 UFA Scholarship Program or for the 2025-2026 Ace application
- Password (Must be at least 8 characters)



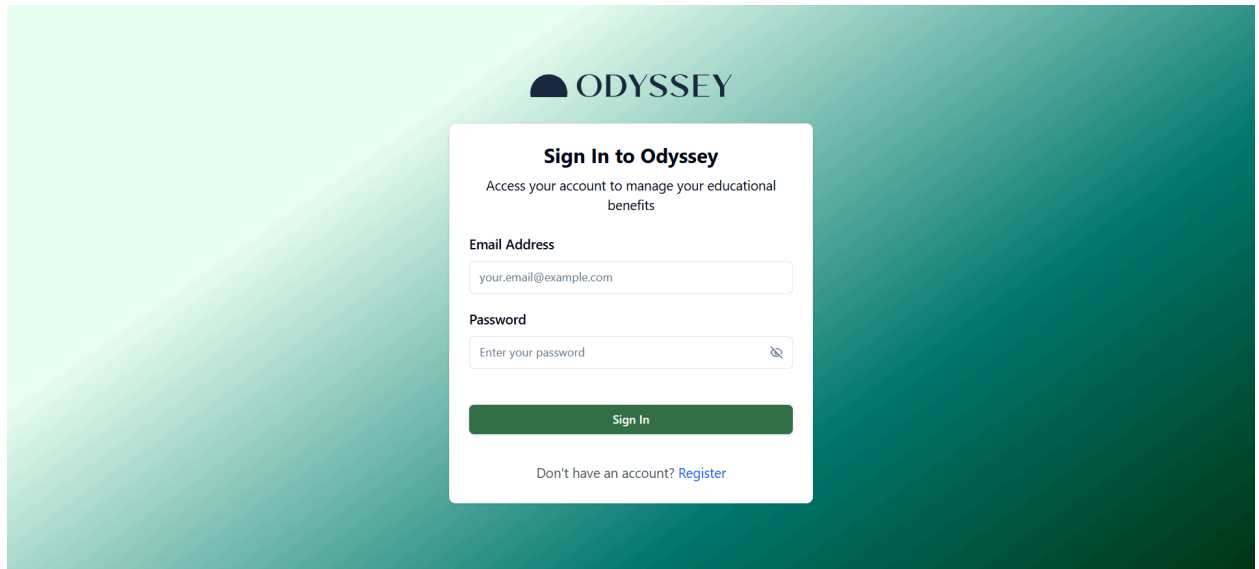
The screenshot shows a web browser window with the URL `/en/auth/register/parent`. The page features the Odyssey logo and the tagline "Utah Fits All". The main heading is "Create Your Account". Below this is a "Parent Registration" form with the following fields and instructions:

- Legal First Name** and **Legal Last Name**: Two separate text input fields.
- Email Address**: A single text input field.
- Create Password**: A text input field with a password strength indicator. Below it, the text reads: "Must be at least 8 characters and include at least one uppercase letter, lowercase letter, number, and special character (e.g., !, @, #, \$)."
- Confirm Password**: A second text input field for password verification.

At the bottom of the form is a green "Create Account" button. Below the button, there is a link: "Already have an account? [Sign in](#)".

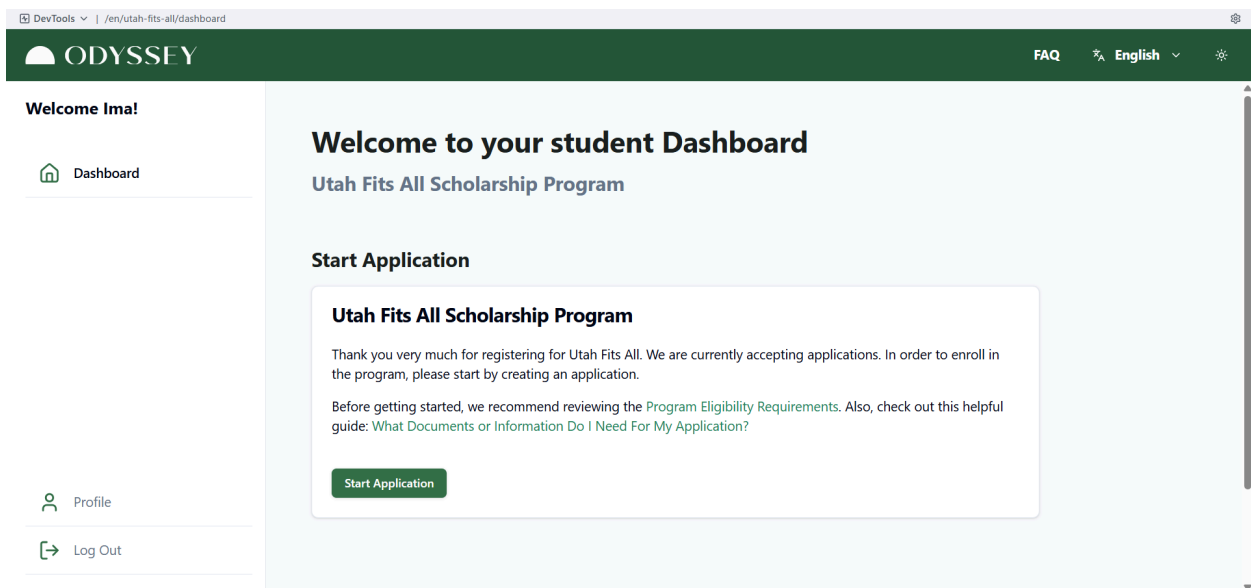
- If you already have an account, click **[Sign in]**.

- Input your e-mail address and password and click **[Login]**.



Start the Application

- Before you begin the application, carefully read the [program eligibility requirements](#) and [necessary documents and information](#).
- Once you have everything ready, click **[Start Application]**.



Step 1: Parent or Guardian Information

- Provide the required information:

- Legal First Name
- Legal Middle Name (optional)
- Legal Last Name
- Email Address (prefilled from initial registration)
- Phone number
- Preferred Language (Click on the dropdown and select which you prefer)

ODYSSEY FAQ English

Welcome Ima!

Dashboard

Profile

Log Out

Step 1 of 3: Parent/Guardian 1

Parent/Guardian 1

Please be sure to use the same name as printed on your State ID/Driver's License.

Legal First Name *

Ima

Please be sure to use the same name as printed on your State ID/Driver's License.

Legal Middle Name

Enter text...

Legal Last Name *

Sample

Please be sure to use the same name as printed on your State ID/Driver's License.

Email Address *

imasample@withodyssey.com

Phone Number *

(888) 888-8888

Preferred Language *

English

- How many people reside in your household (This includes all people who live in your household-yourself, spouse, children, and any other dependents.)
- Answer if you or another legal guardian of the student is currently an active duty military member. If the answer is yes, please upload the active duty orders.

Welcome Ima!

Dashboard

Preferred Language *

English

How many people reside in your household? *

4

Include all people who live in your household, including yourself, spouse, children, and any other dependents.

Are you or another legal guardian of the student currently an active duty military member? *

Yes

No

Upload active duty orders *

Click to upload or drag and drop
pdf, jpg, jpeg, png (Max size: 10 MB)

- Provide your current residential address.
- Confirm the email you used for the previous application you submitted prior to May 2025
 - This is a very important step to verify your past application information.

Welcome Ima!

Dashboard

Profile

Address Details *

Street Address

11 Main St

Apt, suite, etc. optional

Apt, suite, etc. (Optional)

City

Salt Lake City

State

Utah

ZIP Code

84044

Enter current residential address.

What email did you use for the previous application you submitted prior to May 2025?

imasample@withodyssey.com

If you previously submitted an application before May 2025, please provide the email address you used for that application.

- Provide the household size on your tax return
- Answer if you, or another legal guardian of the student(s) included in this application a Utah Fits All provider on the Odyssey marketplace or the owner of a Utah Fits All Approved School
- Provide your Social Security Number or ITIN (Click on the dropdown to select which one you will provide)

Welcome Ima!

Dashboard

Profile

Log Out

What email did you use for the previous application you submitted prior to May 2025?

imasample@withodyssey.com

If you previously submitted an application before May 2025, please provide the email address you used for that application.

Tax Return Household Size *

4

Enter the household size as listed on your tax return (yourself, spouse, children, dependents, etc.).

Are you, or another legal guardian of the student(s) included in this application a Utah Fits All provider on the Odyssey marketplace or the owner of a Utah Fits All Approved School? *

Yes

No

Parent/Guardian 1 ID Type *

Social Security Number

Parent/Guardian 1 ID *

123-45-6789

< Previous

Save & Next >

Parent/Guardian 1 ID Type *

Social Security Number

✓ Social Security Number

ITIN

- Once done, click **[Save & Next]**.

Step 2: Student Information

Provide the information for the first student you are applying for:

- Student's Legal First Name
- Student's Legal Middle Name (optional)
- Student's Legal Last Name
- Student's Date of Birth
 - **Student must be between 5 and 21 years old as of September 1, 2025**
 - *Verify that the date of birth is entered correctly*
- Student's Social Security Number (SSN)
 - *Verify that the social security number is entered correctly*
- Grade Level for the 2025-2026 academic year
- Answer the following questions:
 - If awarded the scholarship, will you disenroll them from their public school or Local Education Agency (LEA)?
 - If awarded the scholarship, will you forgo using the Statewide Online Education Program (SOEP) for this student, or officially withdraw from SOEP before opting-in and accepting UFA funds?
 - Has the student received funds from the Carson Smith Scholarship or Carson Smith Opportunity Scholarship Program this school year?
- Identity Document Upload (student's birth certificate, government ID, school ID, or any other document that can be used to verify the student's identity)
- Answer if your student is a returning UFA Participant
 - This answer is very important in order to verify eligibility and roll over of funds. Please make sure you answer correctly.

Welcome Ima!

Dashboard

Profile

Log Out

Welcome Ima!

Dashboard

Profile

Dashboard

Profile

Log Out

Step 2 of 3: Student Information

Student Information

All eligible students within a household may be included in this application. To add additional students, click on the "Add Another Student" button.

Student Information 1

Student's Legal First Name *

Student

Student's Legal Middle Name

Enter text...

Student's Legal Last Name *

Sample

Date of Birth *

May 25 2008

Student Social Security Number *

555-55-6236

Same Address as Parent/Guardian

What grade level will the student be entering in the 2025-2026 academic year (the upcoming school year)? *

12th Grade

If awarded the scholarship, will you disenroll them from their public school or Local Education Agency (LEA)? *

- Yes
- No
- N/A

If awarded the scholarship, will you forgo using the Statewide Online Education Program (SOEP) for this student, or officially withdraw from SOEP before opting-in and accepting UFA funds? *

- Yes
- No
- N/A

Has the student received funds from the Carson Smith Scholarship or Carson Smith Opportunity Scholarship Program this school year? *

- Yes
- No
- N/A


Has the student received funds from the Carson Smith Scholarship or Carson Smith Opportunity Scholarship Program this school year? *

- Yes
- No
- N/A

Student Identity Documents *

0 of 3 files

3 remaining


Click to upload or drag and drop
:pdf, :jpg, :jpeg, :png (Max size: 10 MB)
3 remaining

Please upload the student's birth certificate, government ID, school ID, or any other document that can be used to verify the student's identity. Upload up to 3 documents. This document will not be shared with any other entity and will only be used for internal auditing procedures.

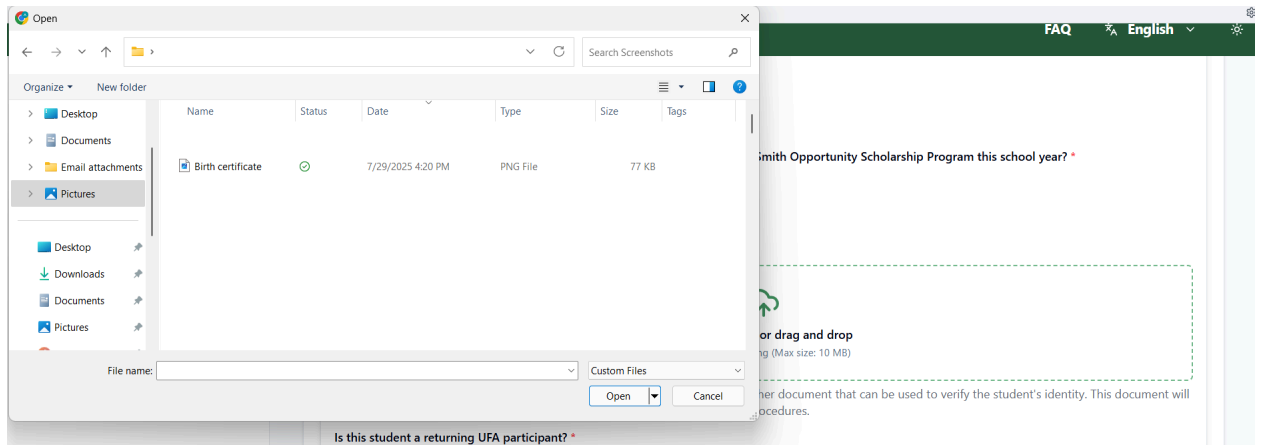
Is this student a returning UFA participant? *

- Yes
- No

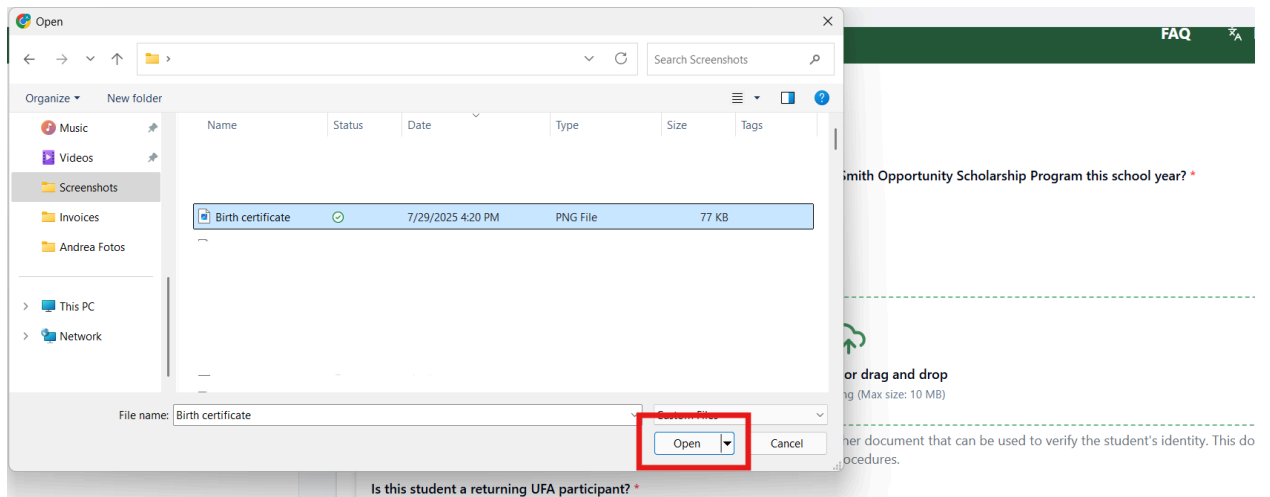
+ Add Student

- Document Upload:
 - Click the box that says **[Click to upload or drag and drop]**

- A pop-up will appear in which you can search the documents on your device and select the correct one.



- Once you have selected it, click [Open]



Repeat this process if you need to upload your student's education portfolio or assessment for the previous school year. Verification of submission to the previous program administrator is also acceptable.

Adding Additional Students:

- If you want to apply for another student, click on the **[Add Another Student]** button and fill out all the information as mentioned above.

The screenshot shows a user interface for adding a student. On the left, there is a sidebar with 'Welcome Ima!', 'Dashboard', 'Profile', and 'Log Out'. The main content area has radio buttons for 'No' and 'N/A' at the top. Below is the 'Identity Document' section, which is currently empty and shows a message 'Maximum files reached .pdf, .jpg, .jpeg, .png (Max size: 10 MB)'. A file named 'Birth certificate.png' is listed below with a trashcan icon. A note states: 'Please upload the student's birth certificate, government ID, school ID, or any other document that can be used to verify the student's identity. This document will not be shared with any other entity and will only be used for internal auditing procedures.' Below this is the question 'Is this student a returning UFA participant?' with radio buttons for 'Yes' and 'No', where 'No' is selected. At the bottom, the '+ Add Student' button is highlighted with a red box, and there are 'Previous' and 'Save & Next' buttons.

- If you click to add a student, but you will **NOT** be adding another, click on the trashcan icon on the top right to remove the new profile.

This screenshot shows the 'Student Information 2' section of the form. It includes text input fields for 'Student's Legal First Name', 'Student's Legal Middle Name', and 'Student's Legal Last Name'. Above these fields, the question 'Is this student a returning UFA participant?' is shown with 'No' selected. A trashcan icon in the top right corner of the form area is highlighted with a red box, indicating it should be used to remove the profile if not adding another student.

- ***Please note that all students within a household must be on the same application. You cannot submit separate applications for different students, so be sure to include all students before moving on to step 3. You cannot add additional students after submitting this application.***
- When you are finished, click **[Save & Next]**

Step 3: Attestations

- Review each individual statement and check the box next to each to affirm your understanding and agreement.

Step 3 of 3: Attestations

Attestations

Please review and acknowledge the following statements by checking each box.

- I affirm that I have full and legal authority to complete this application and request a scholarship for the prospective participating student(s) and to attest to and take all of the actions herein listed.
- I affirm that all information provided in support of the application for participation in the Utah Fits All Scholarship Program is true, correct, and complete and that any negligent or willful misrepresentation made by the applicant may result in ineligibility to participate in the program and subject the applicant to civil and/or criminal penalties provided by law.
- I understand that the State and Odyssey will take action if my information is incorrect or if any improper benefits are awarded to the Utah Fits All Scholarship Program account of any of the students included in my application.
- I acknowledge that I am familiar with and will comply with all Utah statutory and regulatory program requirements.
- I understand this agreement is binding for as long as I participate and each child participates in the program and applies to any information given or benefit received.
- I confirm the student(s) included in this application have not been claimed on another application.

○ **Please note: All boxes must be checked in order to proceed**

- Once done, type your name to electronically sign the document.

having the same legal guardian.

- I, hereby understand and consent to the agreements outlined in this application.
- I understand that once this application is submitted, no edits can be made to the information provided. If any changes are needed, my application must be closed, and I will need to start a new one.
- I affirm that I have verified and included profiles for all students I am applying for, and I understand that I cannot add additional students after submitting this application.

Full Name *

Ima Sample

Parent/Guardian Signature *

By typing my name, I am signing this agreement. Enter your full name (first and last)

Ima Sample

Date *

07/29/2025

[< Previous](#) [Submit](#)

- Click [**Submit**] to complete the application.

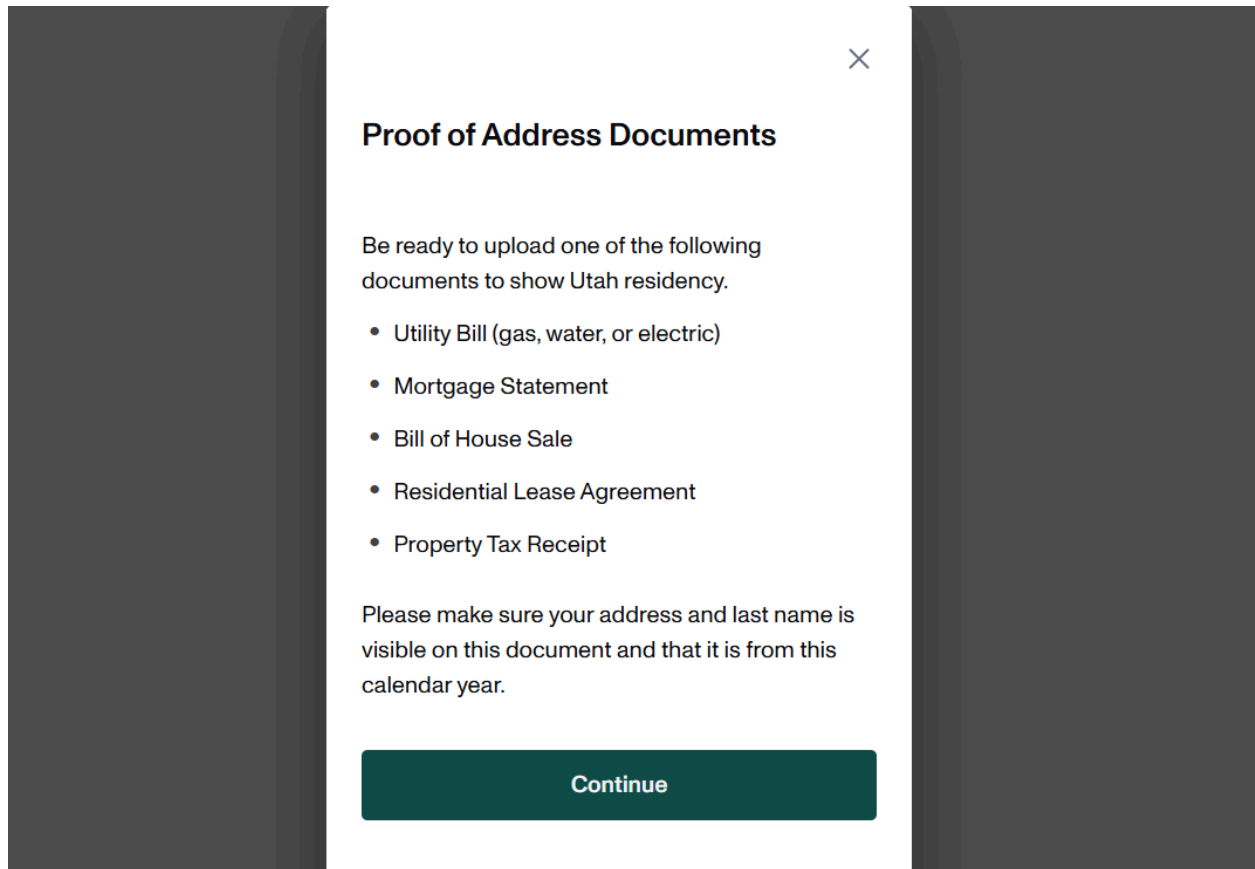
Please note that once this application is submitted, no edits can be made to the information provided. If any changes are needed, your application must be closed, and you will need to start a new one. Ensure all information is correct before submitting.

Step 4: Verification Documents

If needed, we will ask you to provide residency and/or income verification documents.

- Once you have the documents on hand, click [**Start Verification**] to begin.

Proof of address document:



- Once you have your document, click [**Continue**].
- Select how you will upload your photo or document:
 - Camera icon: If you are using your phone, click here to take a photo of the document.
 - Upload a photo: If the document is saved on your device, click here to select and upload it.
 - Continue on a device: After clicking here, you will be able to scan a QR code and finish the document upload process on another device (e.g. your phone). It also allows you to send it to yourself by email.

Residency Documents



Please submit **1 document** as proof of Utah residency. This can be a utility bill (from the past 60 days), mortgage statement, house settlement statement, or residential lease agreement. Ensure that the full page displaying your name and address is present.



Take photo

Upload

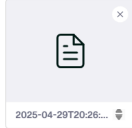
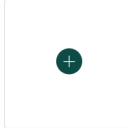
Continue on another device


- Upload the document and verify that the name and address are visible.

Residency Documents

Please submit at least **1 document** as proof of Wyoming residency. This can be a mortgage statement, valid Wyoming vehicle registration, warranty deed, homeowners insurance, 2023/2024 tax record, or valid lease agreement. This may also be two separate utility bills.

Ensure the full page displaying your last name and address is visible.

2025-04-29T20:26... 

Submit

- If everything is correct, click **[Submit]**
- ***You will have 3 opportunities to upload the document.***


Income Proof

This is **only** for new year 2 applicants. Year 1 returning applicants will not need to verify income.

✕

1040 Tax Forms

Please submit clear photos of your 2023 or 2024 1040 or 1040 EZ Tax Form. Ensure the page that displays Adjusted Gross Income (AGI) is included.



Take photo

Upload

Continue on another device

- Once you have your document, click [**Continue**].
- Select how you will upload your photo or document:
 - Camera icon: If you are using your phone, click here to take a photo of the document.
 - Upload a photo: If the document is saved on your device, click here to select and upload it.
 - Continue on a device: After clicking here, you will be able to scan a QR code and finish the document upload process on another device (e.g. your phone). It also allows you to send it to yourself by email.



1040 Tax Forms

Please submit clear photos of your 2023 or 2024 1040 or 1040 EZ Tax Form. Ensure the page that displays Adjusted Gross Income (AGI) is included.

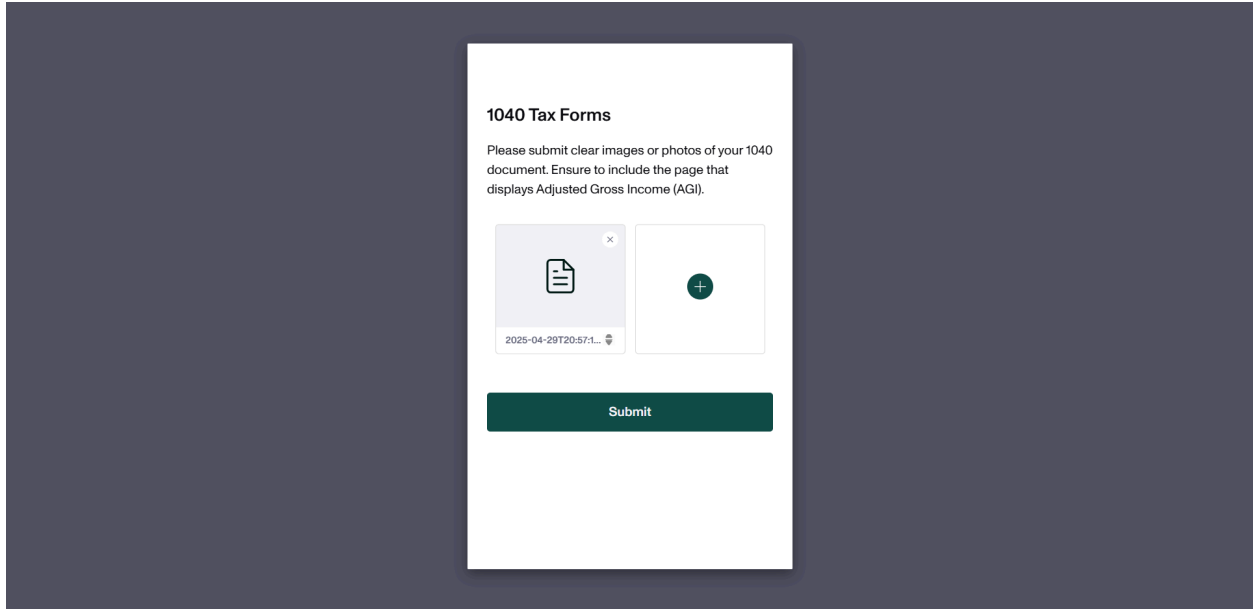


Take photo

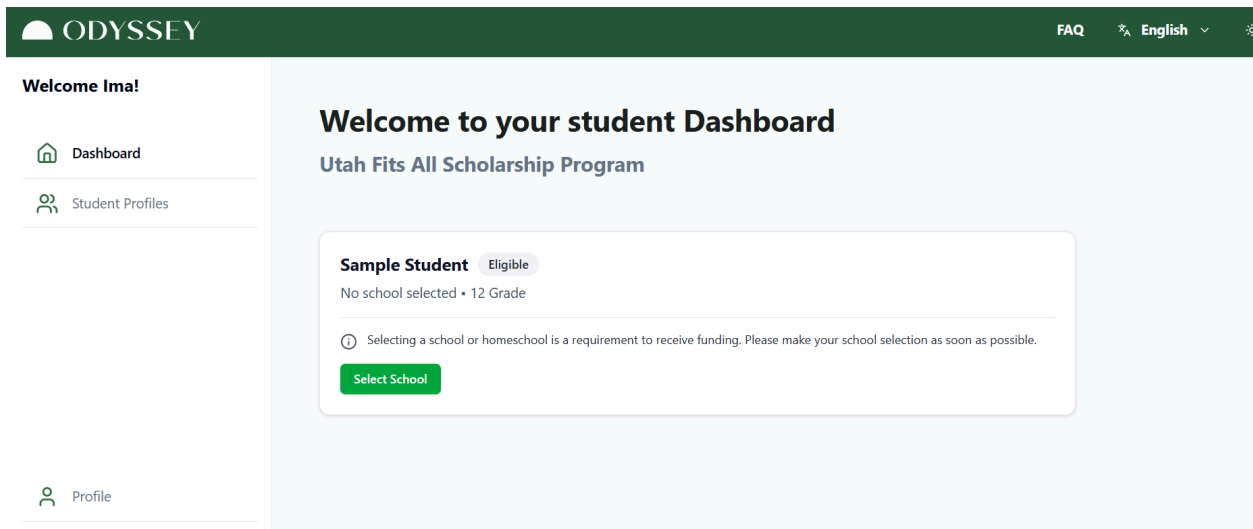
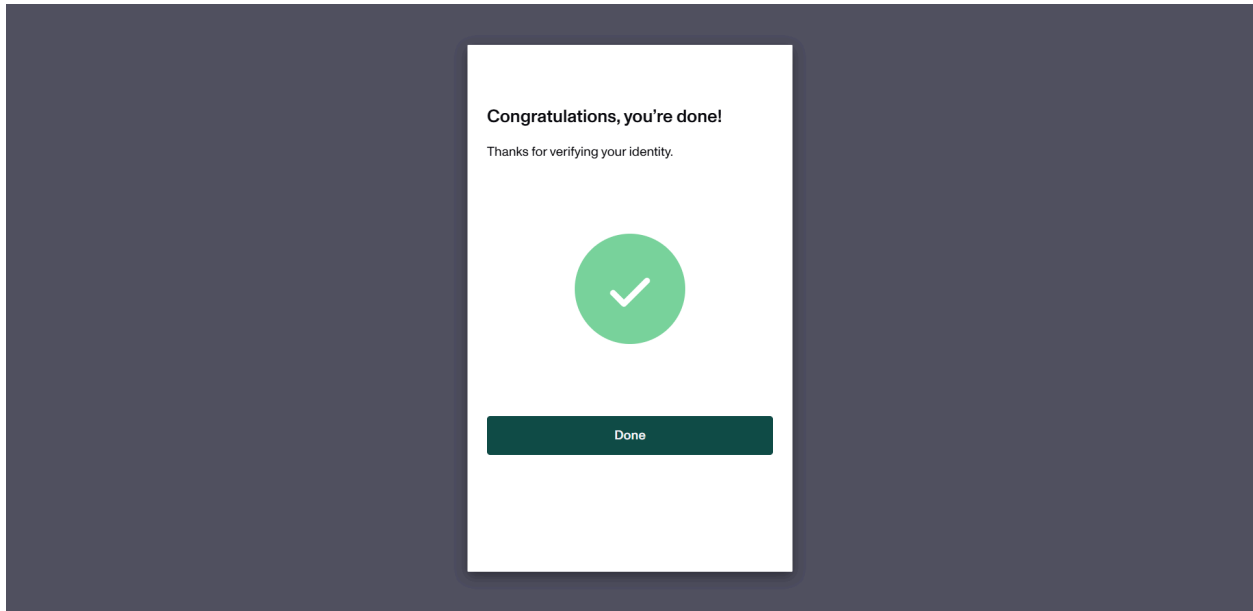
Upload

Continue on another device

- ***Upload the document and verify that the name is visible. Make sure the adjusted gross income (AGI) on line 11 is visible.***



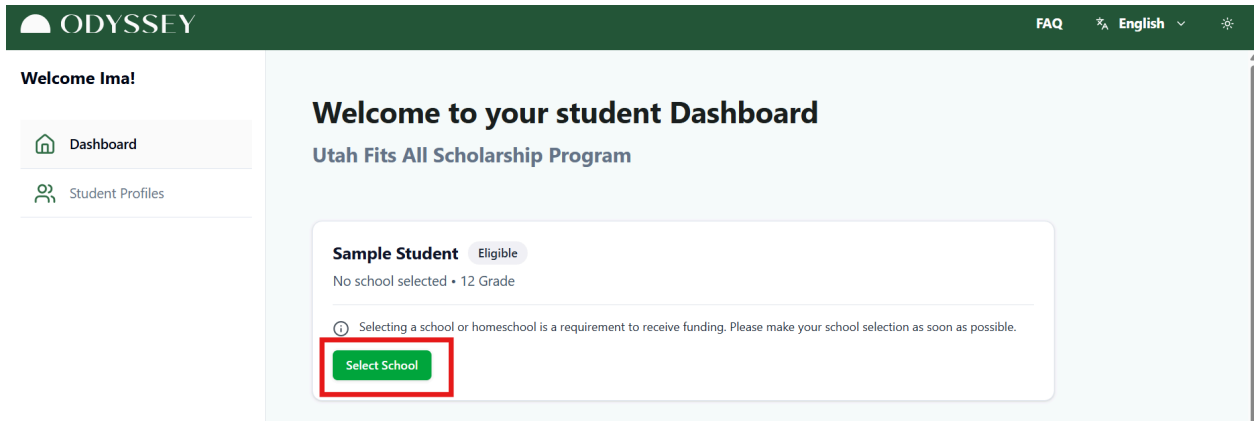
- When you upload the photo or document, click **[Submit]**
- ***You will have 3 opportunities to upload your document.***
- Once done, you'll see this screen and you'll be redirected to your home screen where you'll see your latest application status. Click **[Done]** to continue.



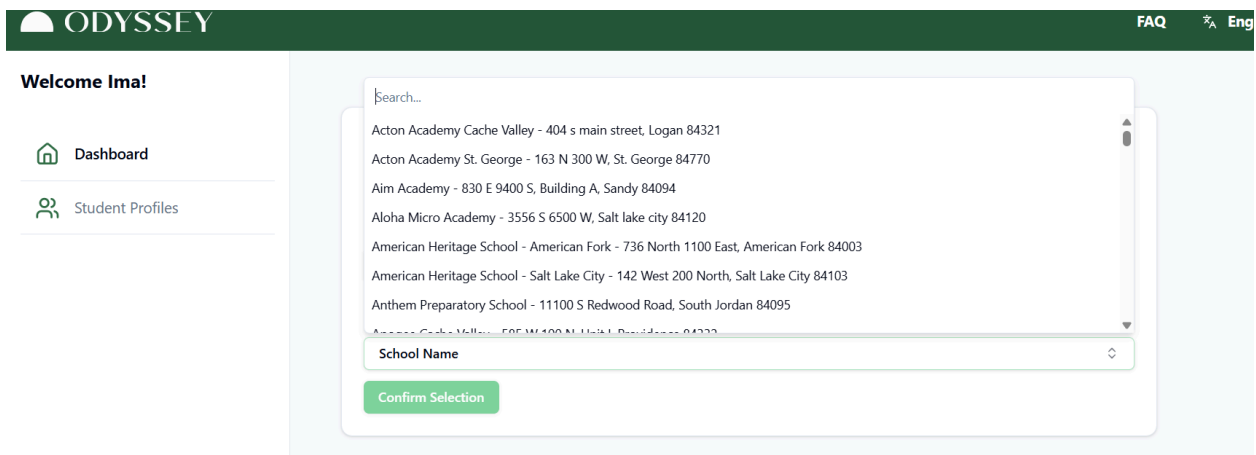
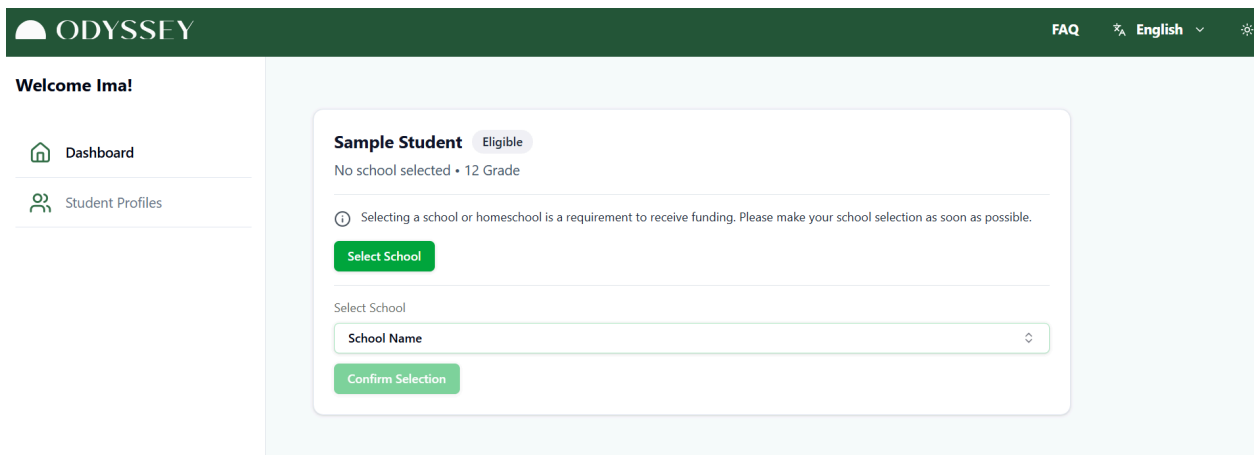
Selecting a School:

If your status is Eligible or Under Review, you'll be able to select the school your student will attend. **Selecting a school or homeschool is a requirement to receive funding. Please make your school selection as soon as possible.**

- Click on the **[Select school]** button.

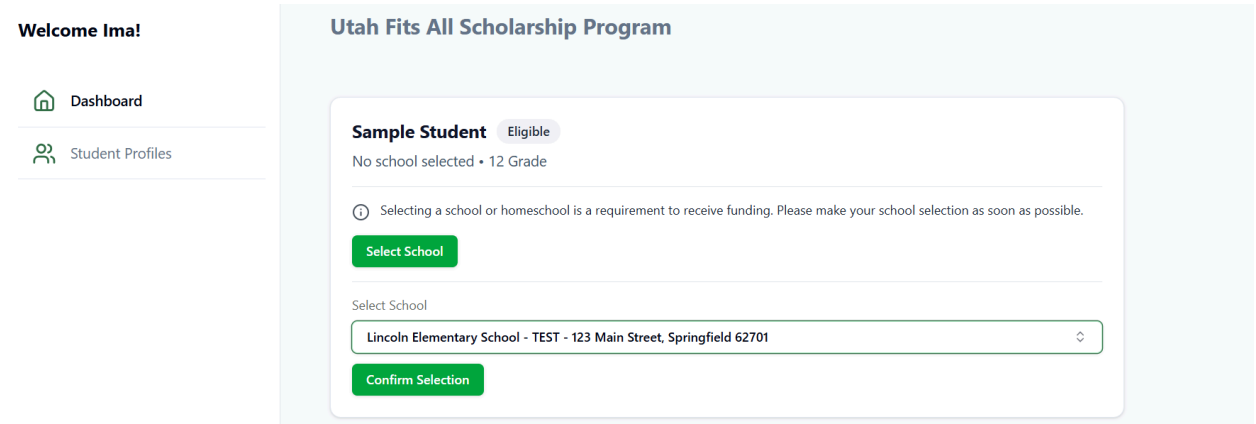


- Click on the **[School name]** area and scroll the dropdown until you find your school of choice or "Homebased scholarship student". If your school is not on the list, select "Homebased scholarship student" as well.

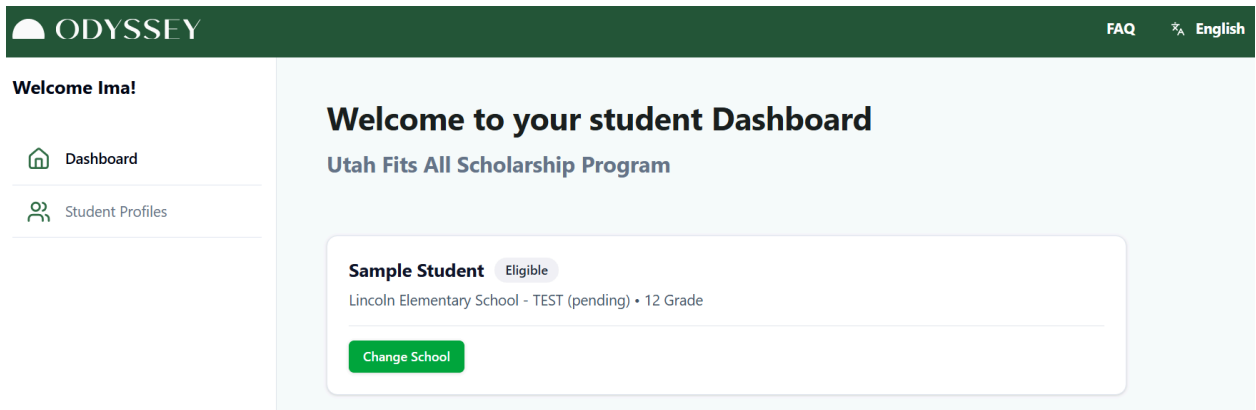


- If you select one of the schools on the dropdown, you'll be able to use the UFA funds for tuition & fees.
- If you select "Homebased scholarship student", UFA funds can't be used to pay tuition & fees. They may be applied towards other qualified educational expenses, such as curriculum, educational materials, tutoring, and technology.

- **Please note: The school selection process in the Odyssey Portal is separate from the school enrollment process. That process remains between the parent and the school.**
- Select and click on the best option for your student.



- Click [**Confirm Selection**].
- **If applicable, repeat the process for all students you applied for.**
- You will see the enrollment status next to your school change to "pending". Wait for the school to verify the school selection.



- Once the school confirms your enrollment, they'll set tuition & fees. Once that's done, you can confirm the amount in your Odyssey Portal.

Opting In:

1. After your student is marked as Approved-Awaiting Opt-In, please log in to your Odyssey Parent Portal. Here, you'll be able to see the application status for all students.
2. Click on [**Opt In Students**]. Alternatively, you can go to the student's profile and click [**Confirm Student Participation**].
3. Review the Participation Window.
 - a. You will see a pop-up titled Confirm Student Participation. This is where you'll confirm your participation and begin the student selection process. *Please note*

that opting in must be completed separately for each student. If you have more than one student approved, you will need to opt in for each one individually.

4. Make Your Selections
 - a. Each eligible student is listed. Use the checkboxes to select either Opt-In or Opt-Out for each one.
 - i. You can select for one student or multiple students at a time.
 - ii. You are not required to make a decision for all students immediately.
 - iii. Opting out means you will forfeit your student's place in the program for the 25-26 academic year, and they will not be eligible to receive UFA funds.
5. Complete Required Consents
 - a. If these boxes are not checked, the Confirm button will remain inactive.
6. Click **[Confirm]** once you've made your selections and checked the required boxes.
 - a. You'll receive a final confirmation before your selection is submitted.
7. Once confirmed, your student's status will update automatically in the dashboard.

Statuses You May See:

Below are the application statuses you may see in your parent portal. Here's what each one means:

Status	What It Means
Approved - Awaiting Opt-In	Student is approved and must complete the opt-in process.
Approved	Student has opted into the program and will be receiving funds.
Opted Out	Student has opted out of the program and will not be receiving funds for the program year.
Eligible	Student qualifies for the program, but is on the waitlist for funding.

Opting Out:

If you opted in and have decided that you now want to opt out, go to the student's profile and click **[Opt Out]**.

Important: Once a student is opted out, their participation is forfeited for the current program year. You will need to reapply during the next cycle if you'd like them to participate again.

If you believe an error was made, and a student was Opted-Out by mistake, please contact our support team.

Funding Amount:

Under the Utah Fits All (UFA) Scholarship Program, each eligible student may receive an annual scholarship amount based on their learning path and age, subject to legislative appropriations and program requirements.

Funding Amounts by Student Type

Per Section 53F-6-402(2)(c) of Utah HB 455:

- \$8,000 – For a private school student
- \$4,000 – For a home-based scholarship student who is age 5–11 as of September 1 of the scholarship year
- \$6,000 – For a home-based scholarship student who is age 12–18 as of September 1 of the scholarship year

Mid-Year Exits and Awards

If a student exits the program during the school year:

- Remaining funds are removed from the student's scholarship account.
- These funds may be reassigned for new scholarship awards within the same year.
- New awards will be prorated depending on the quarter:
 - 75% if awarded in the second quarter
 - 50% if awarded in the third quarter
 - No awards are made during the fourth quarter

Roll Over Funds:

Eligibility must be verified and maintained for any remaining funds to roll over

- 2/3rds or 66% will roll over
- 33% will be returned to the program
- Maximum amount that can be rolled over: \$2,000

Rollover funds may be added to any new scholarship funds you may be awarded for the following year.

Utah Fits All (UFA) Scholarship Program Appeals Process:

Parents or scholarship students may appeal program eligibility determinations the following administrative decisions:

- Suspension or disqualification of scholarship eligibility
- Removal from program due to eligibility determination
- Disputed qualifying provider approvals affecting the student
- Public school re-enrollment determinations

Timeline

- Appeal must be submitted within **15 business days** of receiving the adverse decision
- Odyssey has **30 business days** to respond

Process

- Submit written appeal via [Support form](#)
- Required information:
 - Student name and applicant email address
 - Decision being appealed and date of decision
 - Reason for appeal and supporting documentation
 - Requested resolution
- Odyssey will conduct a review
- A response will be provided in writing to the email address provided on the application with explanation

Note: Scholarship funds will not be available pending appeal resolution.

Appeal decisions made by Odyssey are final and may not be further appealed.

Funds and Uses

Funds can be used toward tuition and/or services and products available in our Marketplace, or through reimbursements. Choose the option that works best for you!

UFA Funds and Taxes:

UFA funds do not constitute state taxable income to the parent of the scholarship student.

Approved Expenses:

Below are approved spending categories. These categories are not all inclusive.

Services:

Reimbursement for services must include the date the service was provided. This date must fall within the window of the current scholarship year. Services include:

- Tutoring Services
- After-School or Summer Education Programs (please visit this article for examples of eligible expenses in these categories)
 - After-School Educational Program
 - **After-School Extracurricular Activities (20% funding limit)**
 - **Physical Education (20% funding limit)**
 - Fine Arts Instruction
 - Summer Educational Program
- Educational Therapies
 - Occupational
 - Behavioral
 - Physical
 - Audiology
 - Speech-Language

Goods:

Goods include:

- Textbooks, Curriculum, or Other Instructional Materials
- Educational Software and Applications
- Educational Supplies (individual student based, no bulk packages)
 - Stem Kits
 - Learning Manipulatives
 - Musical Instrument Rental
 - Art Supplies
 - Educational Materials
- Electronics
 - **Laptops (\$1,500 price limit)**
 - **Desktops (\$1,500 price limit)**
 - **Tablets (\$1,500 price limit)**
 - **Monitors (\$500 price limit)**
 - Disability Assistive Devices
 - Calculators
 - **Printer (\$1,500 price limit)**
 - **3D printer (\$1,500 price limit)**
 - Printer Accessories
 - **Cameras (\$500 price limit)**
 - **Headphones (\$200 price limit)**
 - Computer Accessories
- Internet Service Fees
 - Fees associated with internet service are to be used in the education of a student. Service period must occur during the time covered by the scholarship. In order to be eligible, the reimbursement submission must include the following:
 - Vendor's name/Internet service provider
 - Date of purchase
 - Dates of coverage
 - Requested reimbursement amount
 - Image of receipt which includes
 - Name of the vendor
 - Date of purchase
 - Itemized cost of the item or service provided.
 - Explanation outlining the educational nature of the purchase

Note: Only one laptop, desktop, or tablet per student can be purchased via the marketplace or reimbursed through the UFA program every three years.

Note: Monitors, printers, cameras, and 3D Printers can each be purchased once per student via the marketplace or reimbursed through the UFA program every three years.

Transportation:

Ride fees or fares for a fee-for-service transportation provider to transport students to and from a qualifying provider, not to exceed \$750 in a given school year. The starting destination and ending destination (one of which must be a qualifying provider or approved private school) must be provided. Categories include:

- Public Transportation
- Private Transportation
- Rideshare
- Taxi

Tuition and Education Fees:

- Tuition or Registration Fees
- Individual Courses
- Course Packages
- Technical College Fees and Materials
 - Registration Fees
 - Individual Courses
 - Course Packages
- Exam Fees

Examples of Extracurricular, Physical Education, and Fine Arts:

Below are examples of UFA spending regarding the Extracurricular, Physical Education, and Fine Arts Categories. Extracurricular and Physical Education spending are both individually capped at 20% of the student's scholarship amount. Fine Arts is not to be categorized as Extracurricular and does not have a spending cap.

Please note, these are guidelines based on the UFA Marketplace and Reimbursement portal and are subject to change. These are not all encompassing, as there may be eligible spending that falls into one of these three categories but is not currently listed.

Extracurricular (20% of scholarship amount)	Physical Education (20% of scholarship amount)	Fine Arts (No Cap)
Museum Access/Memberships	Gym membership (for the education of student only)	Dance
Coding Competitions	Personal Training	Drama
Debate Team	Individual Coaching	Music
Mock Trial	Private Skateboarding	Visual Arts

	Lessons	
Model UN	Karate	Choir
Book Club Fees	Basketball Team	Instrumental
Chess Club Fees	Cheerleading	Theory/Composition
STEM/Engineering Club	Horseback Riding	Art History
Language Clubs	Soccer Team	Social and Ballroom Dancing
Future Business Leaders of America (FBLA)	Competitive Climbing Teams	Technical Theatre
Student Newspaper / Journalism Club	Tumbling	Painting
Yearbook Committee	Athletic Training	
Creative Writing Club	Gymnastics	
	Access to recreational facilities	
	Martial Arts	
	Rock Climbing	
	Hockey Team Fees	
	Ice/Figure Skating Coaching	

If spending in one category is maxed out spending cannot be shifted to another category to work around the 20% cap. For example, if your student's sports program exceeds the Physical Education cap the overflow cannot be applied to another category.

Non-Allowable Expenses:

Below are some examples of non-allowable expenses. This is not an exhaustive list. Odyssey retains the right to make case by case determinations and adjust policy as necessary.

Snow Sports	Play Sets
Flights	Food
Tickets to Entertainment Venues	Ski/Snowboard Equipment

Ski Passes	Costumes
Ski Lift Tickets	Sports Equipment
Playground Equipment	Non-educational Toys
Furniture	Movie Tickets
Musical Instrument Purchase	Theater Tickets
Roller Skating Ring Entrance Fees	Ice Skating Ring Entrance Fees (unless for PE)
Clothing/apparel/uniforms	Power Tools

Odyssey Marketplace:

Odyssey prioritizes a parent friendly and marketplace-first approach when distributing state funds. In order to facilitate fast payment processing and fulfillment, Odyssey pre-approves eligible vendors and offerings before loading offerings into the marketplace. This ensures that all purchases are compliant with state law. Since items are pre-approved, once you purchase an item in the marketplace, it goes directly to fulfillment, without delay or need for secondary review. This also means that parents do not need to front any funds and there is no risk of not receiving your money back. Finally, the marketplace ensures that parents receive their goods and services in the fastest manner possible, and provides competitive pricing via vendor partnerships.

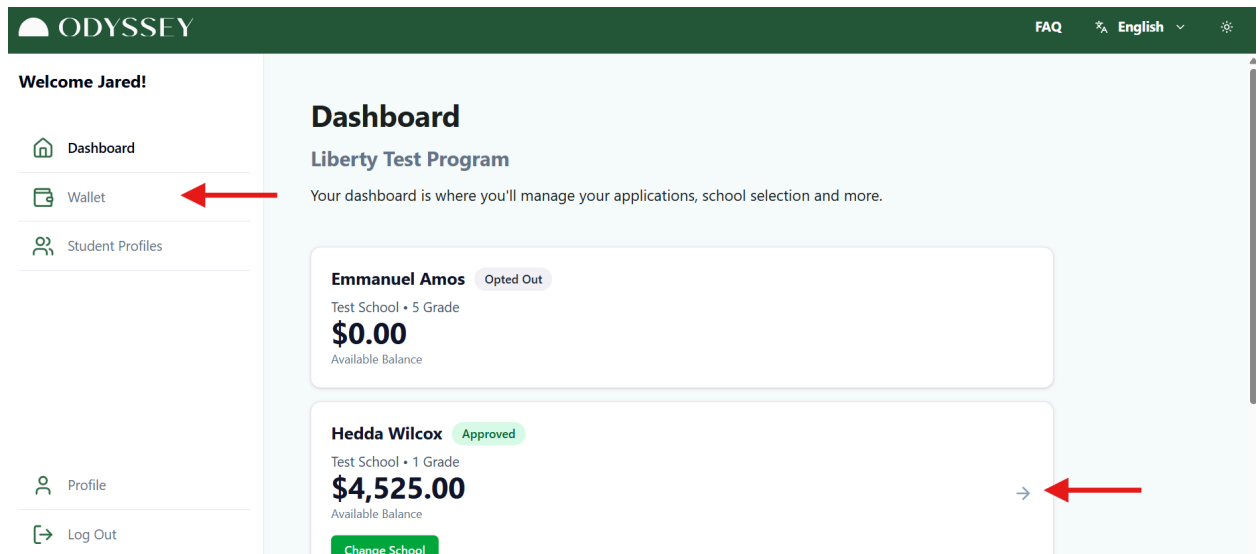
Odyssey’s marketplace is able to house thousands of unique vendors, ranging from big box retailers, like Amazon, to local service providers. We are able to onboard any vendor quickly to the marketplace, provided that they are eligible under state law. We have already published a link for providers to apply, and have received upwards of 550 applications in only a few weeks. These providers, when approved, will submit their offerings to the Odyssey marketplace via a unique state vendor portal.

How to Use the Marketplace:

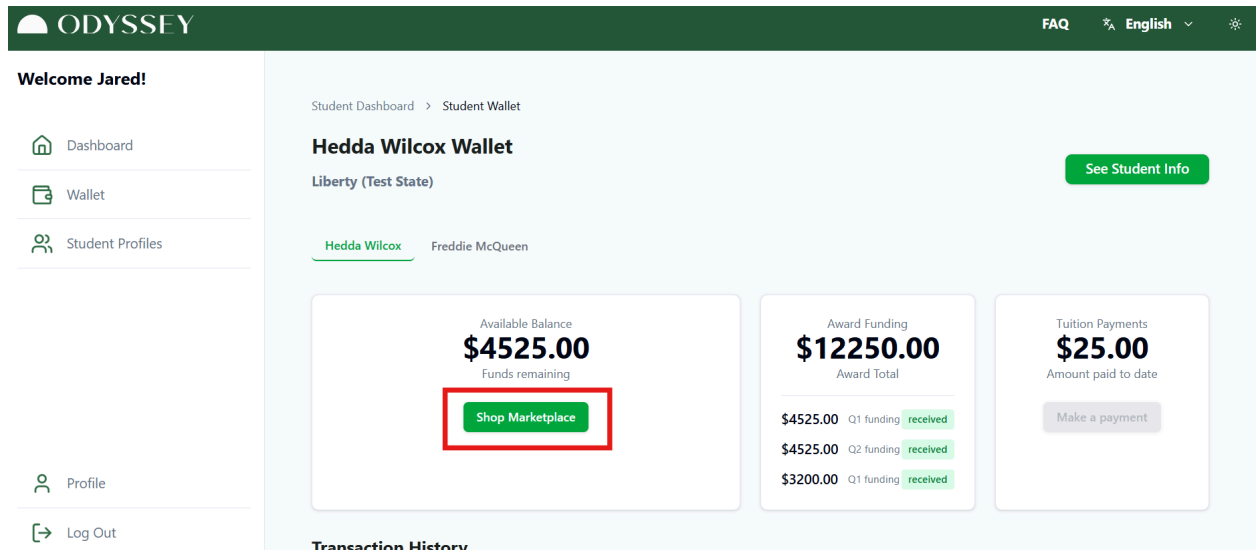
Accessing the Marketplace

This will be available once you have been approved and your account has been funded.

1. Log in to your Odyssey Parent Portal.
2. Once you're in the dashboard, you'll be able to see your students' profiles.
3. Click on a student with a balance or go directly to the **[Wallet]**.

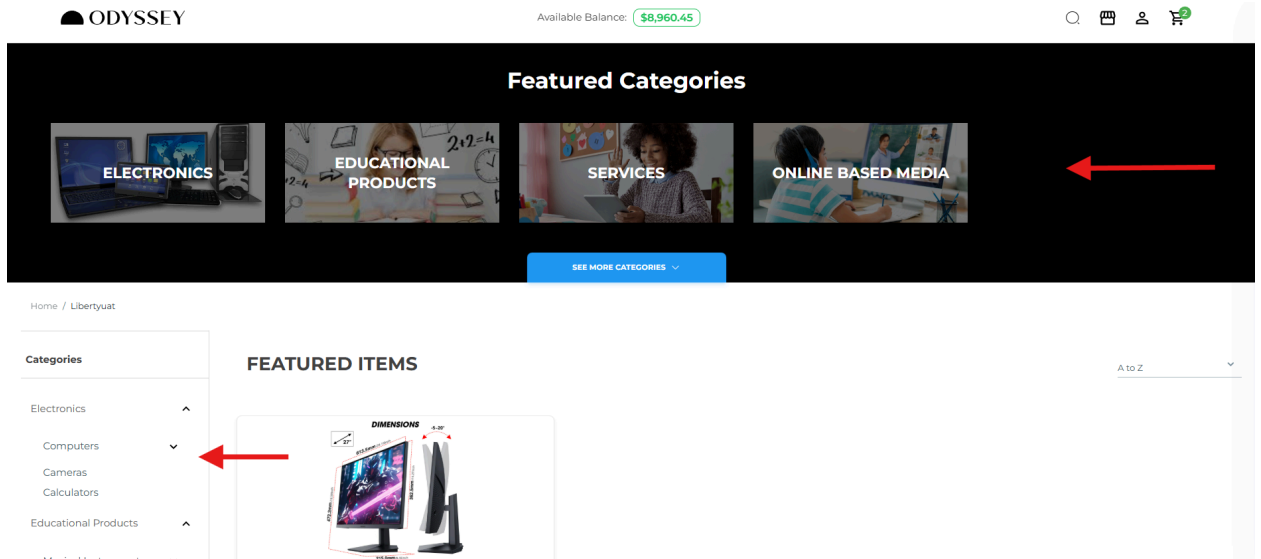


4. Once in the wallet, click on the **[Shop Marketplace]** button.

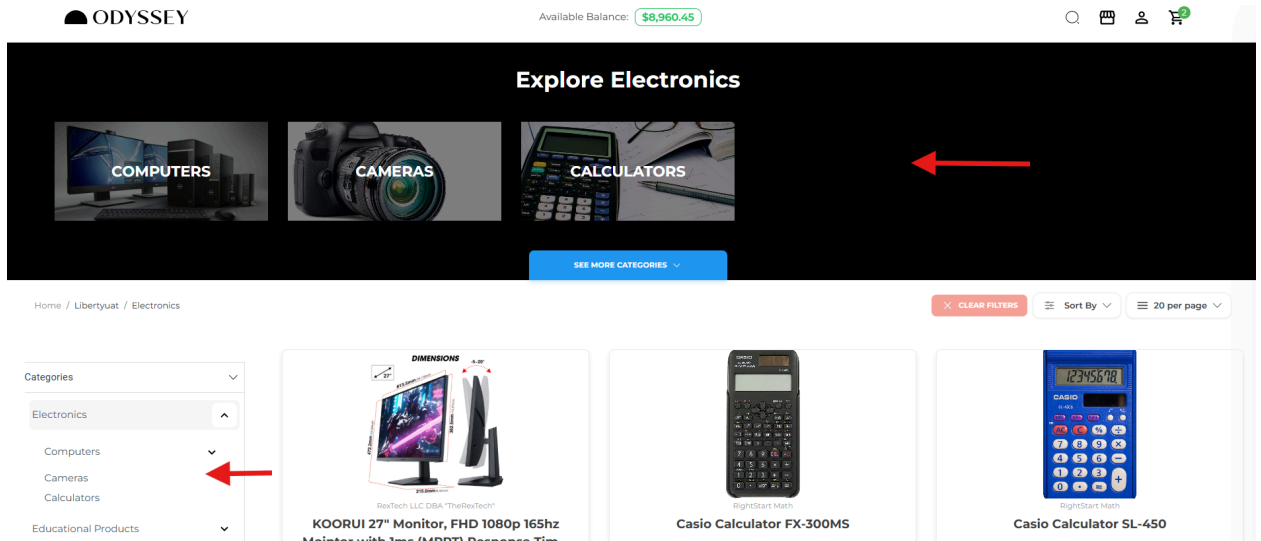


Browsing the Marketplace

1. Choose a main category from the header or side menu.



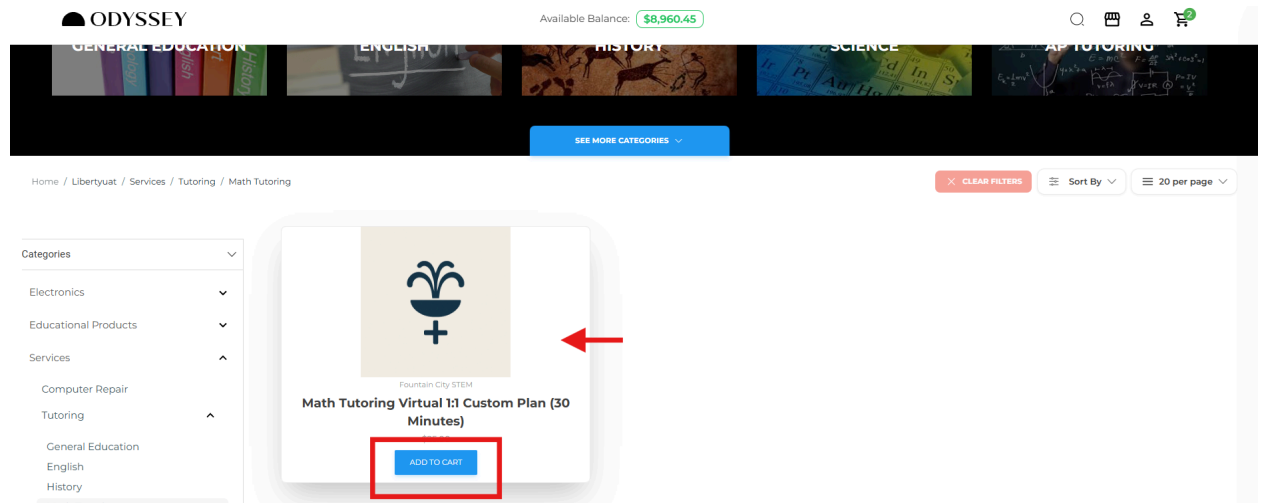
2. Explore the subcategories.



3. Make sure you're aware of the price caps and purchase restrictions for UFA. You can find this information in the Service Provider or Vendor Section of the handbook.

Purchasing your product or service

1. Once you've found the offering you're interested in, click on **[Add to cart]** or anywhere on the offering.



2. Once you're in the offering, you'll be able to scroll down to see additional information about the offering in the Summary section, information about the vendor in the About section, our Return and Cancellation Policy, and our Shipping Information section.



Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)

Sold By: Fountain City STEM

\$25.00

ADD TO CART



Summary

My name is Kimberly Acosta, and I provide custom, virtual, 1:1 math tutoring based on your student's needs and interests. I love to answer all of the "why" questions, and want to make sure that the learning is fun. I have taught middle grades and high school math, technology, and engineering for 13 years. I've also worked as a curriculum developer, creating lessons that connect STEM to careers. I hold Georgia

Return and Cancellation Policy

Please note Odyssey implements a **No Cancellation Policy** on both products and services. Please review our **Return Policy** prior to purchasing as we currently only support returns for incorrect items and items damaged in transit.

Shipping Information



Summary

My name is Kimberly Acosta, and I provide custom, virtual, 1:1 math tutoring based on your student's needs and interests. I love to answer all of the "why" questions, and want to make sure that the learning is fun. I have taught middle grades and high school math, technology, and engineering for 13 years. I've also worked as a curriculum developer, creating lessons that connect STEM to careers. I hold Georgia teacher certifications in the following areas: MATHEMATICS (6-12); MIDDLE GRADES (4-8) - MATH; MIDDLE GRADES (4-8) - READING; COMPUTER SCIENCE (P-12); ENGINEERING AND TECHNOLOGY; GIFTED IN-FIELD; and IT / PROGRAMMING AND SOFTWARE DEVELOPMENT.

Return and Cancellation Policy

Please note Odyssey implements a **No Cancellation Policy** on both products and services. Please review our **Return Policy** prior to purchasing as we currently only support returns for incorrect items and items damaged in transit.

Shipping Information

Please allow 3-5 business days for your order to be processed prior to shipping. Shipping times vary by vendor.

About Fountain City STEM

Fountain City STEM

I'm a former educator with 13 years experience teaching math, computer science, and engineering in a fun way that students can understand.

SHOP MORE FROM FOUNTAIN CITY STEM

3. If you're ready to purchase, click **[Add to cart]**.

ODYSSEY Available Balance: **\$8,960.45**

Home / Libertyuat / Math Tutoring / Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)

Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)
Sold By: Fountain City STEM
\$25.00
ADD TO CART

Summary

My name is Kimberly Acosta, and I provide custom, virtual, 1:1 math tutoring based on your student's needs and interests. I love to answer all of the "why" questions, and want to make sure that the learning is fun. I have taught middle grades and high school math, technology, and engineering for 13 years. I've also worked as a curriculum developer, creating lessons that connect STEM to careers. I hold Georgia

Return and Cancellation Policy

Please note Odyssey implements a **No Cancellation Policy** on both products and services. Please review our [Return Policy](#) prior to purchasing as we currently only support returns for incorrect items and items damaged in transit.

Shipping Information

4. The cart will pop up on the right side of your screen.

Cart

Libertyuat

Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)
Fountain City STEM
1
\$26.75

Purchase Options:
\$25.00 for Default
Tax:
\$1.75

Assign Student:

Sub-Total **\$26.75**

VIEW CART **CHECKOUT**

5. You must assign the purchase to a student. To do so, click on the box and select your student from the dropdown.



Cart



Libertyuat



Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)

Fountain City STEM

1

\$26.75

Purchase Options:
\$25.00 for Default

Tax:
\$1.75

Assign Student:

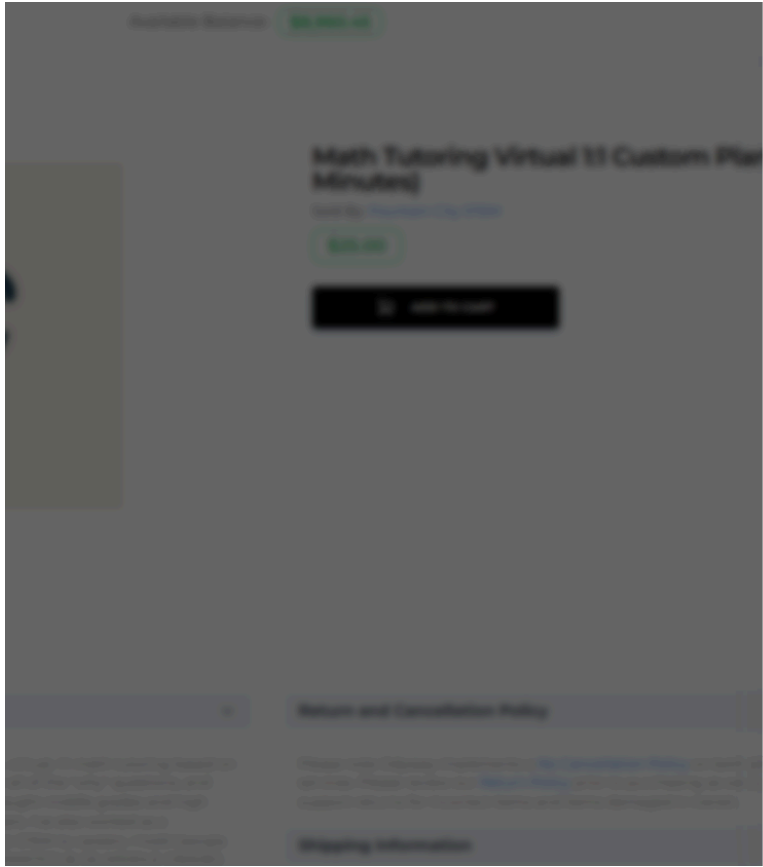
Freddie McQueen (\$4,435.45)
Hedda Wilcox (\$4,525.00)

Sub-Total

\$26.75

VIEW CART

CHECKOUT



Cart ×

Libertyuat



Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)

Fountain City STEM

1

\$26.75

Purchase Options:
\$25.00 for Default

Tax:
\$1.75

Assign Student:

Hedda Wilcox (\$4,525.00) ▼



Sub-Total \$26.75

VIEW CART

CHECKOUT

6. You may add multiple items to your order and assign them to different students.

The screenshot displays a shopping cart with two items. The first item is a 30-minute service from Fountain City STEM, priced at \$26.75. The second item is a KOORUI 27" Monitor, priced at \$192.59. The cart also shows a sub-total of \$219.34 and buttons for 'VIEW CART' and 'CHECKOUT'.

Item	Price	Quantity	Assign Student
(30 Minutes) Fountain City STEM	\$26.75	1	Hedda Wilcox (\$4,525.00)
KOORUI 27" Monitor, FHD 1080p 165hz Mointor with 1ms (MPRT) Response Time, DCI-P3 90% Color Gamut, Adaptive Sync Compatible, HDMI x 2, DisplayPort, Black (GN01)	\$192.59	1	Freddie McQueen (\$4,435.45)
Sub-Total			\$219.34

7. Once you're ready, click **[Checkout]**.
8. Make sure the delivery address is correct. This address is pulled from the household data supplied when you applied to the program.
1. If you need to add a shipping address, you can do so in the dashboard. Then, select the new address when you check out. If needed, you may contact the Odyssey Support Team for assistance.

CHECKOUT

Delivery Option

Free Shipping

Delivery Address (if applicable)

Jared McFarland
507 South Highway 151
LaGrange, LA 82221
6465465432



Order Summary



Math Tutoring Virtual 1:1 Custom Plan (30 Minutes)

Quantity: 1 | Fountain City STEM

Tax: \$1.75

\$25.00

Purchase Options

Default

Student

Hedda Wilcox (\$4,525.00)



KOORUI 27" Monitor, FHD 1080p 16Shz Mointor with 1ms (MPRT) Response Time, DCI-P3 90% Color Gamut, Adaptive Sync Compatible, HDMI x 2, DisplayPort, Black (GN01)

Quantity: 1 | RexTech LLC DBA "TheRexTech"

Tax: \$12.60

\$179.99

Purchase Options

Default

Student

Freddie McQueen (\$4,435.45)

Subtotal

\$204.99

Tax

\$14.35

9. After reviewing the order and confirming everything is okay, click **[Submit Order]**.

Delivery Address (if applicable)

Jared McFarland
507 South Highway 151
LaGrange, LA 82221
6465465432



Quantity: 1 | Fountain City STEM

Tax: \$1.75

\$25.00

Purchase Options

Default

Student

Hedda Wilcox (\$4,525.00)



KOORUI 27" Monitor, FHD 1080p 16Shz Mointor with 1ms (MPRT) Response Time, DCI-P3 90% Color Gamut, Adaptive Sync Compatible, HDMI x 2, DisplayPort, Black (GN01)

Quantity: 1 | RexTech LLC DBA "TheRexTech"

Tax: \$12.60

\$179.99

Purchase Options

Default

Student

Freddie McQueen (\$4,435.45)

Subtotal

\$204.99

Tax

\$14.35

Shipping

\$0.00

Order total

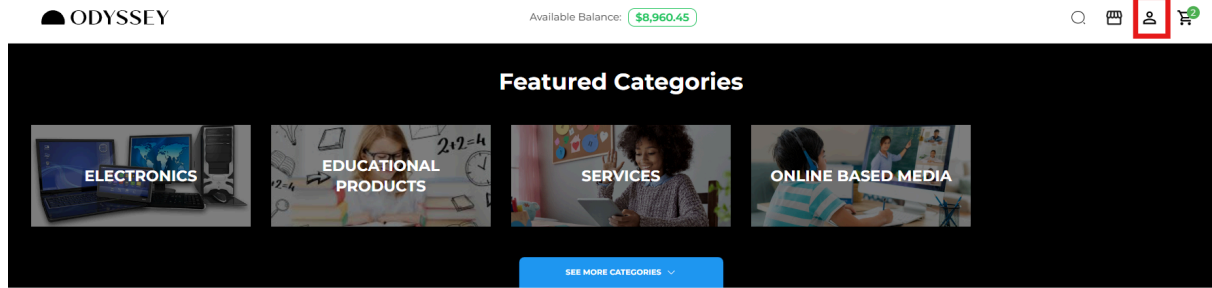
\$219.34

SUBMIT ORDER

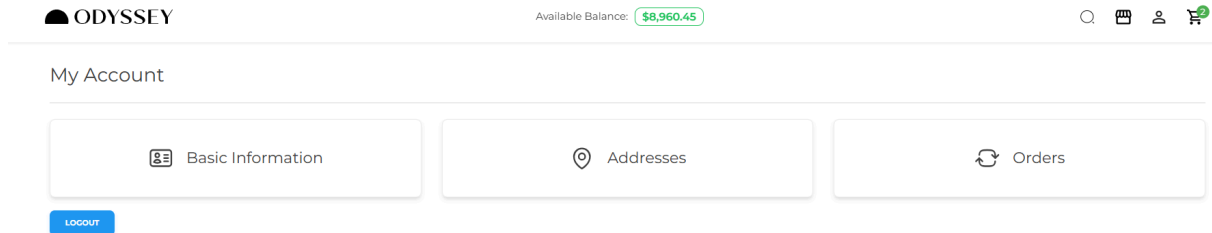
Checking your Order's Status

- Email: You'll receive an email when you submit your order and when it is shipped or, in the case of a service, confirmed by the provider.
- Marketplace:

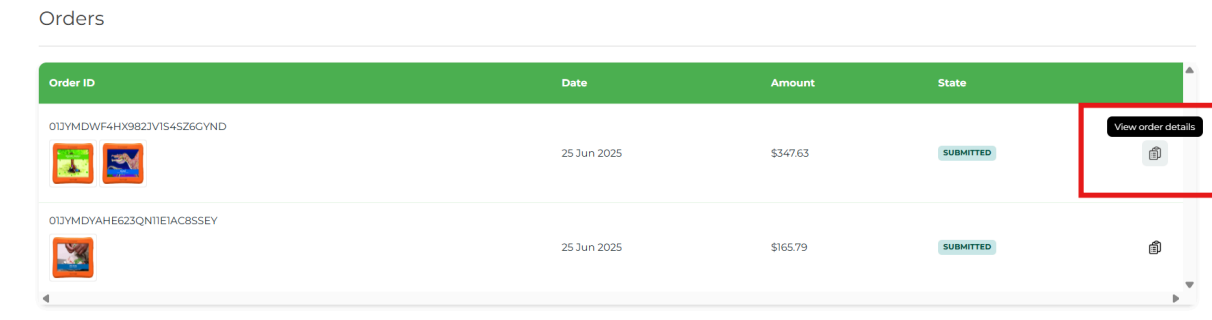
- Click on the person icon on the top right side.



- Click on the [Orders] button.



- You'll be able to see a list of all your placed orders. If you click on the [View order details] icon, you'll be able to expand and see additional details.



- When an item is shipped, you'll see the tracking information here.

Order Details

ID: 013YMDWF4HX982JY1S4S2G6YND

SUBMITTED



Exploration Adventure!

Quantity: 1 | Education Mega Store

Variant
Default for \$179.94

Category
Tablets

Student
Jillian Chavez

\$179.94

Subtotal

\$324.88

Tax

\$22.75

Shipping

\$0.00

Order total

\$347.63



DinoTalk!

Quantity: 1 | Education Mega Store

Variant
Default for \$144.94

Category
Tablets

Student
Jillian Chavez

\$144.94

Tuition:

Under Section 53F-6-408(8)(a) of the Utah Code, a private school intending to receive scholarship funds is required to submit an application to the program manager in order to determine that the school is an eligible private school. For reference, [please consult the definition of what constitutes a private school](#) to see if your school will be eligible.

Once approved, students can select their school in the portal from a dropdown list of eligible schools. After a student balance is funded via their unique digital wallet, tuition payments can be made to an eligible school that has registered on Odyssey's platform. Once you designate a tuition payment amount, that amount will be automatically deducted from the student's balance in their digital wallet. This ensures that tuition payments are sent to approved private schools and that the transaction occurs seamlessly in a timely manner.

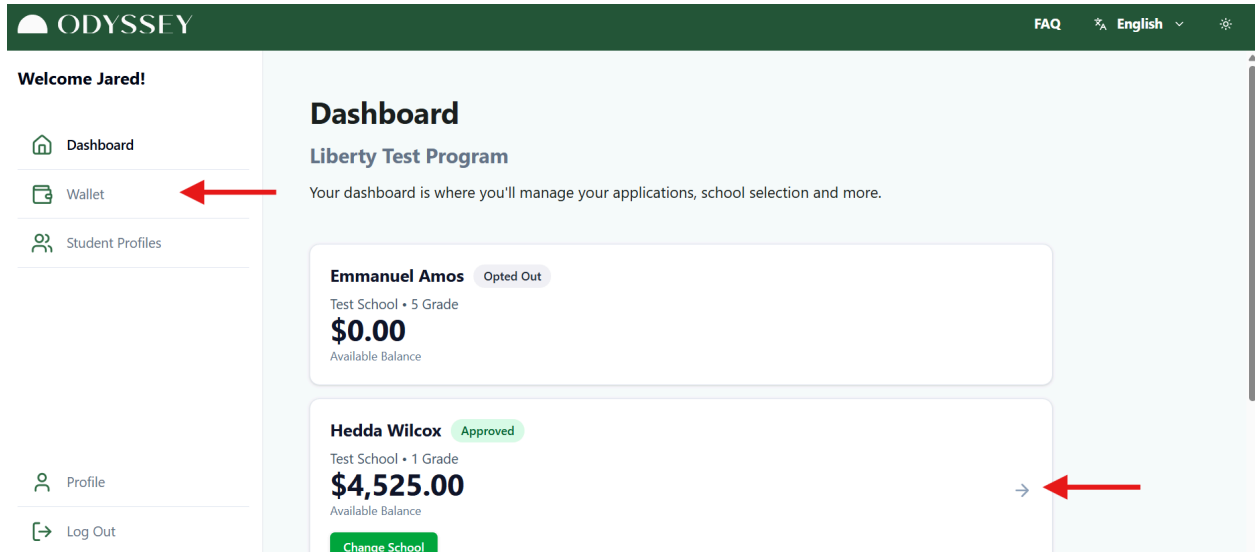
Due to the program provider transition, we recognize that some tuition payments may have been made for the upcoming school year prior to the Odyssey platform launch. In these situations, Odyssey will allow parents to reimburse their tuition that was made before the opening of the reimbursement portal. Moving forward, we ask that you wait until the Odyssey portal is launched before making additional tuition payments.

Tuition payments and reimbursements cannot be made directly to non-approved schools. However, if a student is categorized as a home-based learner, fees paid to a non-approved school may be reimbursed from their scholarship funds if the expense meets the legal definition of a qualified educational expense under Utah law.

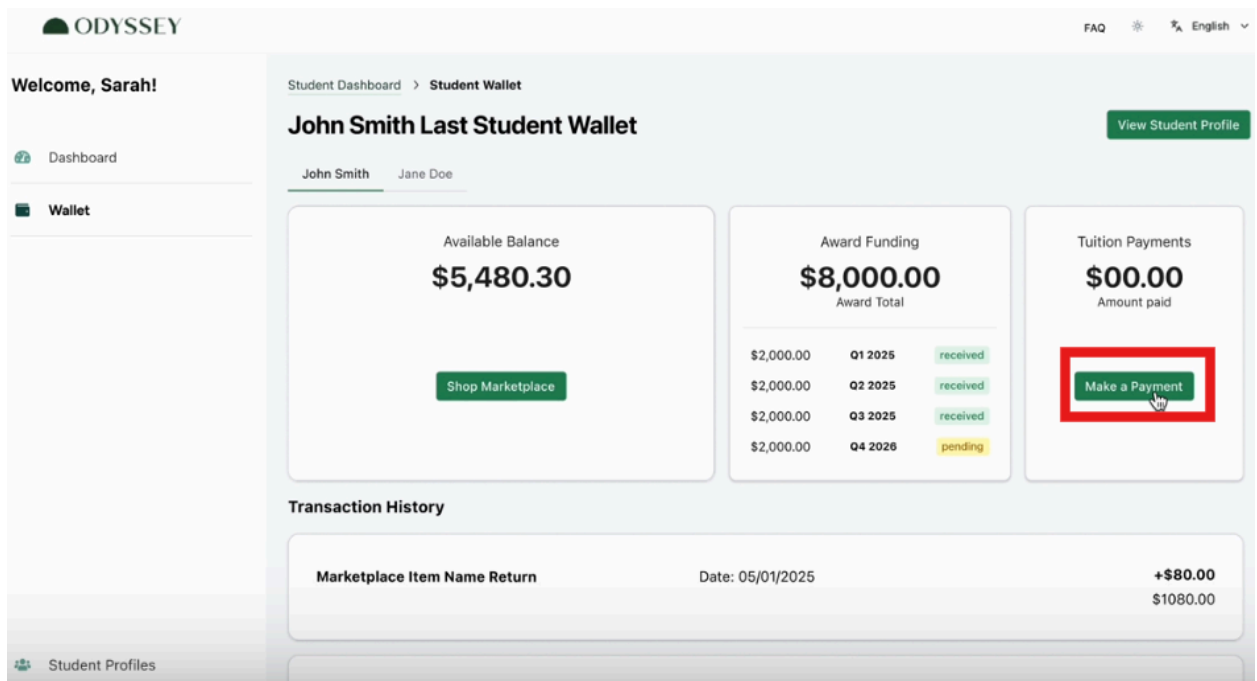
How to Pay Tuition:

1. Log in to your Odyssey Parent Portal.

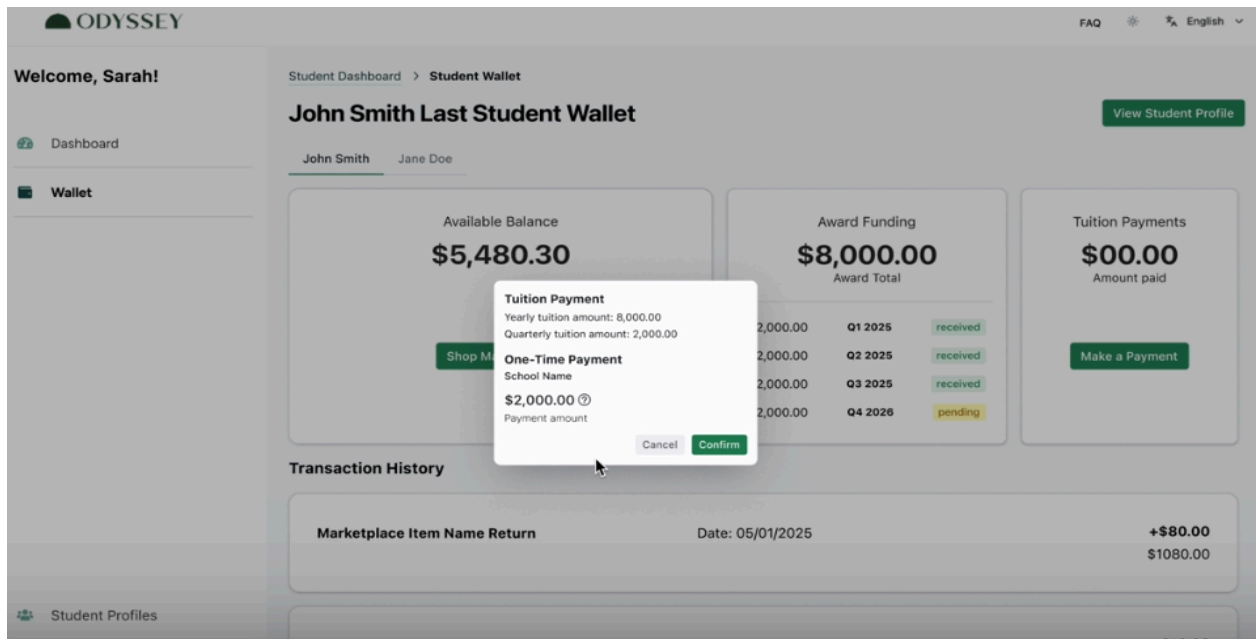
2. Once you're in the dashboard, you'll be able to see your students' profiles.
3. Click on a student with a balance or go directly to the **[Wallet]**.



4. Click **[Make a Payment]**.



5. Verify the amount and, once ready, click **[Confirm]**.



Tuition Refund Policy:

This policy explains how tuition refunds work for UFA students who withdraw or transfer from an approved UFA school.

Important: Under no circumstances can UFA funds be refunded directly to a parent or student. All refunds must be returned to Odyssey so the funds can be credited back to the student's UFA account. Refunding parents or students directly is against Utah state law and may result in adverse action against both the parent and provider.

Changing Schools During the Program Year

Yes. UFA students may change approved schools at any time during the program year.

According to Utah Code §53F-6-405(6):

"At any time, a scholarship student may change the qualifying provider to which the scholarship student's scholarship account makes distributions."

This means Odyssey can redirect scholarship payments to the new approved school once a student officially transfers.

Refund Eligibility

Whether tuition is refunded depends on **when the student withdraws:**

- **Before the school year begins:**
The school must return any UFA funds already distributed to Odyssey. These funds will be credited back to the student's account. (Utah Code §53F-6-403(5))
- **After the school year begins:**
Students may withdraw, as long as it does not violate the school's policies or agreements.
 - Odyssey does **not** require schools to refund or prorate tuition after the school year starts.
 - If the school does choose to refund, the funds must be sent back to Odyssey, not to the parent or student.

Tuition Refund Process

1. **Parent contacts the school** – Parents must first request a refund directly from their school.
2. **School initiates the refund** – Refunds must be handled by the school administration.
3. **School contacts Odyssey** – The school's team works with Odyssey to process the refund.
4. **Funds returned to student account** – Once received, Odyssey credits the refund back to the student's UFA account.

Odyssey cannot process a refund without the school's direct coordination.

Reimbursements:

The Odyssey platform features a reimbursement portal. We will utilize the utmost discretion in determining whether reimbursements meet an educational purpose. Please note that our requirements and standards differ from those of the previous program administrator. There will be no individualized preapproved reimbursements. All reimbursements must be reviewed by Odyssey through the reimbursement submission process. We require that you submit a reimbursement request for each individual product and/or service that you wish to be evaluated.

We strongly encourage parents to utilize the marketplace for their purchases, as it ensures the quickest and safest method of transacting.

Returning Student Reimbursements:

Students who participated in 2024-2025 who are returning for the 2025-2026 program cycle can submit reimbursements dated from January 1, 2025, forward. These reimbursements will be subject to Odyssey's approval. Unfortunately, Odyssey cannot honor any pre-approval made by the previous program administrator.

After September 30, 2025, retroactive reimbursements will no longer be accepted, and students may only submit reimbursements from this scholarship year.

New Student Reimbursements:

Students who applied under the former program administrator but had not yet received a scholarship decision before the program administrator transition may also request reimbursement. Eligible reimbursements for this group include purchases made on or after July 1, 2025, provided the student received an award for the 2025–2026 school year through Odyssey. Please be aware that purchasing items is at your own risk, and you will not receive reimbursement if the student is not approved and awarded funds through Odyssey.

Keep in mind: siblings of returning students are not automatically approved for the scholarship. They're selected via a lottery based on their prioritization level. If you choose to spend for the sibling who has not been approved and funded, there is a chance they will not receive the scholarship. Scholarship funds cannot be pooled for a household. All purchases will be made on the individual student level.

As a reminder, please note that:

- The annual scholarship year is **July 1, 2025** to **June 30, 2026**.
- Reimbursements for purchases are individually evaluated for legal compliance. As such, parents should be prepared to provide justification and documentation for each purchase.
- Eligibility determinations for 2025-2026 participants will be finalized shortly before the Marketplace opens.
- If a student is ultimately not approved for 2025-2026 participation, any purchases made prior to **August 21, 2025** will not be eligible for reimbursement.
- Reimbursements will be halted on **May 31, 2026** to allow all reimbursements to be processed and scholarship amounts to be finalized before the roll over.

- 2025-2026 UFA funds cannot be spent for services that occur after the scholarship year, **June 30, 2026**.
- Reimbursements will take up to four weeks to process.
- Parents may not split one item between two or more scholarship students' funds.
- Odyssey will not accept invoices or handwritten notes as proof of purchase.

Reimbursement Policy for the 2025-2026 School Year Funds - Beginning August 21, 2025

This reimbursement policy includes comprehensive guidance for reimbursable items purchased with UFA funds. This policy replaces any instructions or guidance from the previous provider on approving reimbursements. **You are highly encouraged to first attempt to purchase services and products within the marketplace. Purchases made in the marketplace are guaranteed to be accepted and fulfilled.**

All reimbursements must include a description of the service and why it is educational, along with a valid receipt.

Receipt Guidelines

For more information regarding receipts please check out [Acceptable Documentation for Reimbursements](#).

Required information on every receipt:

- **Vendor information:** The receipt must come directly from the store, business, or seller where you made the purchase and include the business/vendor name.
- **Date of Transaction:** The exact date when the transaction occurred and must match the expense date.
- **Itemized List of Purchases:** Each item purchased must be listed separately with individual prices, not just the total amount.
- **Total amount:** Total cost including tax, fees, and currency used.
- **Method of payment:** How you paid (credit card, debit card, cash, etc.). The payment method cannot be rewards points or gift cards.
- **Proof of Payment:** "Paid," "Zero Balance," or evidence of method (e.g., card type, last 4 digits, "Cash," etc.).

Acceptable formats:

- Photo/scan of the original paper receipt

- Digital receipts

Not acceptable formats:

- Payment app screenshots (Venmo, Zelle, PayPal, Cash App, etc.)
- Bank statements or credit card statements
- Handwritten receipts
- Invoices or bills
- Order confirmations without payment proof
- Photos of non-itemized receipts

Odyssey reserves the right to deny any reimbursement request that does not align with program requirements, applicable law, or the intent of the scholarship. This includes, but is not limited to, expenses that fall outside of allowable categories, or lack sufficient documentation. Odyssey may update or revise reimbursement policies as needed to ensure compliance, safeguard funds, and respond to changing circumstances.

For guidance on how to submit a reimbursement request, please refer to this article: [How to Add Your Bank Account and Submit a Reimbursement Request](#).

Utah Fits All Scholarship Program Reimbursement Appeals Process:

Parents who believe their reimbursement request was incorrectly denied may submit an appeal through the process outlined below. All appeals will receive a thorough and impartial review by the Odyssey administrative team.

Parents are strongly encouraged to review the UFA Purchasing Guidelines & Reimbursement Policy and the [Examples of Extracurricular, Physical Education, and Fine Arts](#) before submitting an appeal.

Eligible Appeals

Appeals may be submitted for reimbursement denials where parents believe:

- The denial was based on incorrect information
- Required documentation was properly provided but not recognized by the system
- The expense legitimately qualifies under program educational guidelines
- Technical or system errors resulted in an improper denial

Appeal Submission Requirements

Timeframe

- Appeals must be submitted within **15 calendar days** of the initial denial notification
- Appeals submitted after this deadline will not be considered

Required Documentation

All appeals must include:

1. [Completed Appeal Form](#)
2. **Original reimbursement request details**
3. **Clear explanation** of why the parent believes the denial was incorrect

If you need to include additional or updated documentation for your reimbursement, please submit a new reimbursement instead of submitting an appeal.

Appeal Review Process

- Complete appeals will undergo thorough review by Odyssey staff
- Review will include examination of:
 - Original denial reason and accuracy
 - Program compliance and educational purpose
 - Documentation sufficiency and authenticity
 - Consistency with established precedents

Important Notes and Limitations

Non-Appealable Situations

The following denial reasons cannot be appealed:

- Insufficient funds in scholarship account
- Purchases made outside the eligible scholarship year (July 1, 2025 - June 30, 2026)
- Student ultimately not approved for 2025-2026 participation
- Reimbursements submitted after program deadlines (May 31, 2026)
- Expenses for services occurring after June 30, 2026

Appeal Outcome Impacts

- **Approved appeals do not guarantee future similar approvals**
- Each reimbursement is individually evaluated

Communication During Process

- All appeal communications will be through official Odyssey channels
- Parents will receive email confirmation upon appeal submission

- Final decisions communicated in writing

This appeals process is effective for all reimbursement denials occurring during the 2025-2026 program year and is subject to periodic review and updates.

All appeal decisions are final. Parents may only appeal once per reimbursement.

Legal Guidance for Purchasing Guidelines

Under Section 53F-6-408(8)(a) of the Utah Code, a private school intending to receive scholarship funds is required to submit an application to the program manager. The law requires Odyssey, as program manager, to collect necessary information to determine eligibility and authority to approve eligible schools. The law also requires a proactive vetting process that includes financial documentation, background checks, and detailed disclosures, particularly for schools with 150+ students. Using an application as a mechanism to collect this information is both reasonable and consistent with the statute. This approach also supports Odyssey's duty to ensure compliance, operational integrity, and financial accountability as outlined in Section 53F-6-405(1)(a)(ii) and Section 53F-6-405(1)(a)(vi).

Odyssey's reimbursement policy, as outlined above, is based on the law regarding scholarship expenses as defined in Section 53F-6-402(2), Section 53F-6-402(7), and Section 53F-6-402(20). The law gives the program manager discretion to determine expense eligibility and implement policies and procedures (as described above and according to Section 53F-6-405(1)(a)(v) and Section 53F-6-405(1)(m)). The statute also authorizes the program manager to reject non-educational expenses and reimbursements that do not meet statutory criteria as outlined by Section 53F-6-402(7)(c)-(d) and Section 53F-6-405(5)(a)(ii).

Schools

UFA Approved Private School Policy:

All private schools applying to the Odyssey platform are subject to approval by the Odyssey team. The Odyssey team will review each private school individually by utilizing the Utah Fits All law, relevant rules and regulations, and Odyssey's own discretion, to ensure it is an eligible

school for the Utah Fits All program. Further details are provided below on the requirements for private schools.

Once approved, private schools will be sent a registration link. The school must accept this registration and connect their banking information in order to participate in the program and receive UFA funds.

Schools that do not meet the criteria below are not eligible to receive tuition via the Odyssey platform. However, these schools may qualify to be providers in our marketplace and offer curriculum and educational services to UFA students. This allows parents who would like to choose non-approved schools for their students the ability to do so.

Private Schools with 150 Or More Enrolled Students

A private school with 150 or more enrolled students must comply with the following requirements in order to be eligible to receive scholarship funds on behalf of a scholarship student:

- Be a full-time, tuition-bearing educational institution where the student receives the majority of the student's academic instruction.
- The school must contract with an independent licensed certified public accountant to obtain an audit, audit report, or letter of solvency that:
 - a licensed independent certified public accountant conducts in accordance with generally accepted auditing standards;
 - presents the financial statements in accordance with generally accepted accounting principles; and
 - audits financial statements from within the 12 months immediately preceding the audit; and
- Submit the audit report, audit review, or solvency letter to the program manager
- Comply with the antidiscrimination provisions of 42 U.S.C. Sec. 2000d;
- Provide a written disclosure to the parent of each prospective scholarship student before the student is enrolled, of:
 - the education services that the school will provide to the scholarship student, including the cost of the provided services;
 - tuition costs;
 - additional fees the school will require a parent to pay during the school year;
 - and the skill or grade level of the curriculum in which the prospective scholarship student will participate.
- Submit the following individuals to a nationwide, fingerprint-based criminal background check and ongoing monitoring, in accordance with Section 53G-11-402, as a condition for employment or appointment, as authorized by the Adam Walsh Child Protection and Safety Act of 2006, Pub. L. No. 109-248:
 - an employee who does not hold:
 - a current Utah educator license issued by the state board under Title 53E, Chapter 6, Education Professional Licensure; or

- if the private school is not physically located in Utah, a current educator license in the state where the private school is physically located
- a contract employee.

A private school with 150 or more enrolled students is not eligible to receive scholarship funds if:

- The private school requires a scholarship student to sign a contract waiving the scholarship student's right to transfer to another qualifying provider during the school year;
- The audit report described above contains a going concern explanatory paragraph;
- The report of the agreed upon procedures described above shows that the private school does not have adequate working capital to maintain operations for the first full year.
- The private school is owned and operated by a parent of a scholarship student who would receive scholarship funds as payment for their time spent educating their own child.
- Section 53f-6-409(1)(c) states a UFA provider cannot act as a consultant, clearing house, or intermediary that connects a scholarship student with or otherwise facilitates the student's engagement with a program or service that another entity provides.

Odyssey retains discretion to determine whether a private school with 150 or more enrolled students meets the standards necessary to participate as an eligible school under the Utah Fits All Scholarship Program. In addition to the specific requirements outlined above, Odyssey may deny or revoke approval if, in its professional judgment, the school presents operational, financial, legal, or compliance risks that could adversely impact the integrity, efficiency, or lawful administration of the program.

Necessary Information and Documents:

A private school with 150 or more enrolled students must provide the following information:

- Provider's address.
- Providers contact information.
- The schools Employer Identification Number (EIN)
- Independent licensed certified public accountant document that proves the school has adequate working capital to maintain operations for a full year. Can include:
 - An audit report
 - An audit review
 - A solvency letter
- Copy of the written disclosure to the parent of each prospective scholarship student.
- Any other written documentation requested by Odyssey

Private Schools with Fewer Than 150 Enrolled Students

A private school with fewer than 150 enrolled students must comply with the following to be eligible to receive scholarship funds on behalf of a scholarship student.

- Be a full-time, tuition-bearing educational institution where the student receives the majority of the student's academic instruction
- Must provide:
 - A federal employer identification number
 - The provider's address
 - Contact information
 - description of each program or service the provider proposes to offer a scholarship student
- Comply with the antidiscrimination provisions of 42 U.S.C. Sec. 2000d
- Must be in operation for 1 school year (minimum) OR provide financial information or a financial report that proves the institution has sufficient working capital to operate for the next year.

A private school with fewer than 150 enrolled students is not eligible to receive scholarship funds if:

- The private school requires a scholarship student to sign a contract waiving the student's rights to transfer to another qualifying provider during the school year.
- The private school is owned and operated by a parent of a scholarship student who would receive scholarship funds as payment for their time spent educating their own child.
- Section 53f-6-409(1)(c) states a UFA provider cannot act as a consultant, clearing house, or intermediary that connects a scholarship student with or otherwise facilitates the student's engagement with a program or service that another entity provides.

Odyssey retains discretion to determine whether a private school with fewer than 150 enrolled students meets the standards necessary to participate as an eligible school under the Utah Fits All Scholarship Program. In addition to the specific requirements outlined above, Odyssey may deny or revoke approval if, in its professional judgment, the school presents operational, financial, legal, or compliance risks that could adversely impact the integrity, efficiency, or lawful administration of the program.

Necessary Information and Documents:

A private school with fewer than 150 enrolled students must provide the following information and documents:

- Provider's address.

- Providers contact information.
- The schools Employer Identification Number (EIN)
- Description of each program or service the provider proposes to offer a scholarship student.
- Any other written documentation requested by Odyssey

School Registration

Registration Link:

1. You will first need to check the email used to register your school.
2. Please find the specific email intended for the school registration link and click the green button at the bottom.



Hi

We're excited to welcome you to the Utah Fits All Scholarship Program, administered by Odyssey.

Your school's profile has been created and you can [access your portal](#) using the email address this message was sent to as your username.

Please complete the following steps to complete your registration:

1. Set up a password to log in. Once logged in, please update and confirm your profile information and e-sign to complete your registration.
2. Next connect your school's banking information using our payments partner, Stripe. Completing this step will allow your school to receive funds once available
3. Once you finish the registration, you can also add users to your school's portal. We recommend that you add either a business/financial manager and personnel who will confirm student enrollments and tuition when that process begins.

If you administer several schools, you will need to sign the agreement for each school.

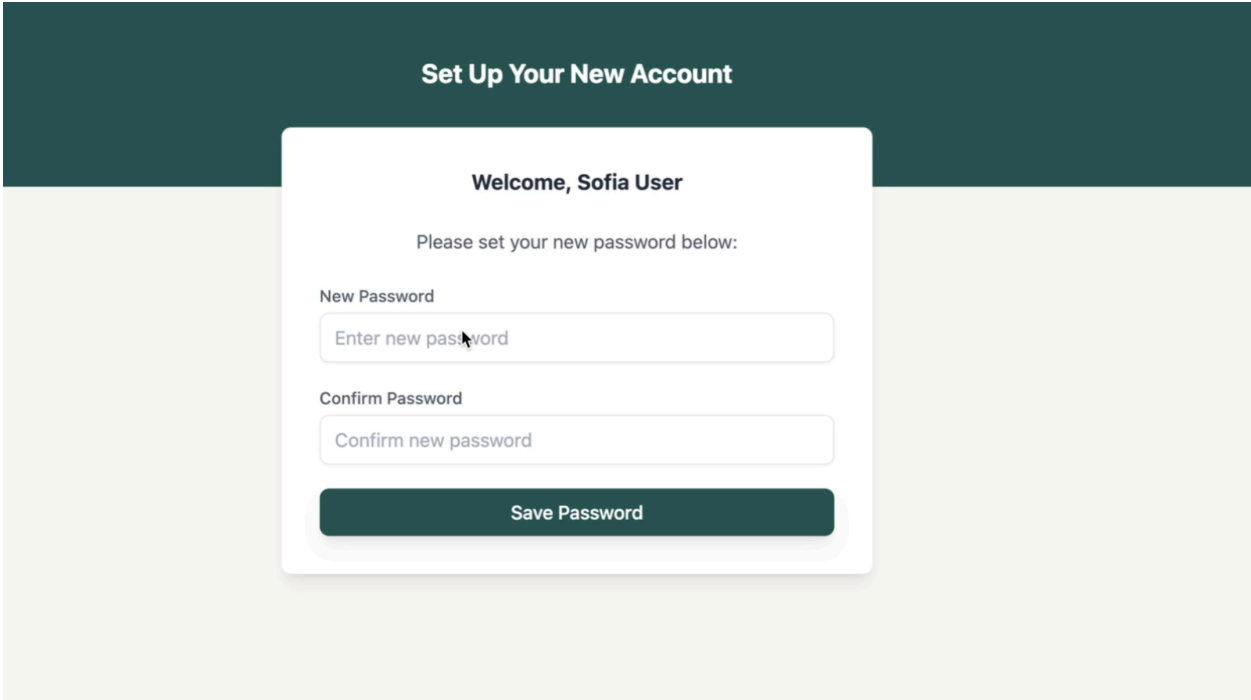
Starting in late-July, parents participating in the program will be invited to sign up and create accounts. As part of their process, they'll select the school their children are attending. **You must complete your Odyssey profile in order to verify student enrollments and set their tuition amounts.**

If you have any questions, please don't hesitate to contact the Odyssey Support Team. Also, our [FAQ](#) page has video tutorials to help you set up your account. We're here to support you throughout this process.

The Odyssey Team
help.ut@withodyssey.com

Register & Set Up Password

3. Set up your new password and confirm. Once confirmed, please log in.

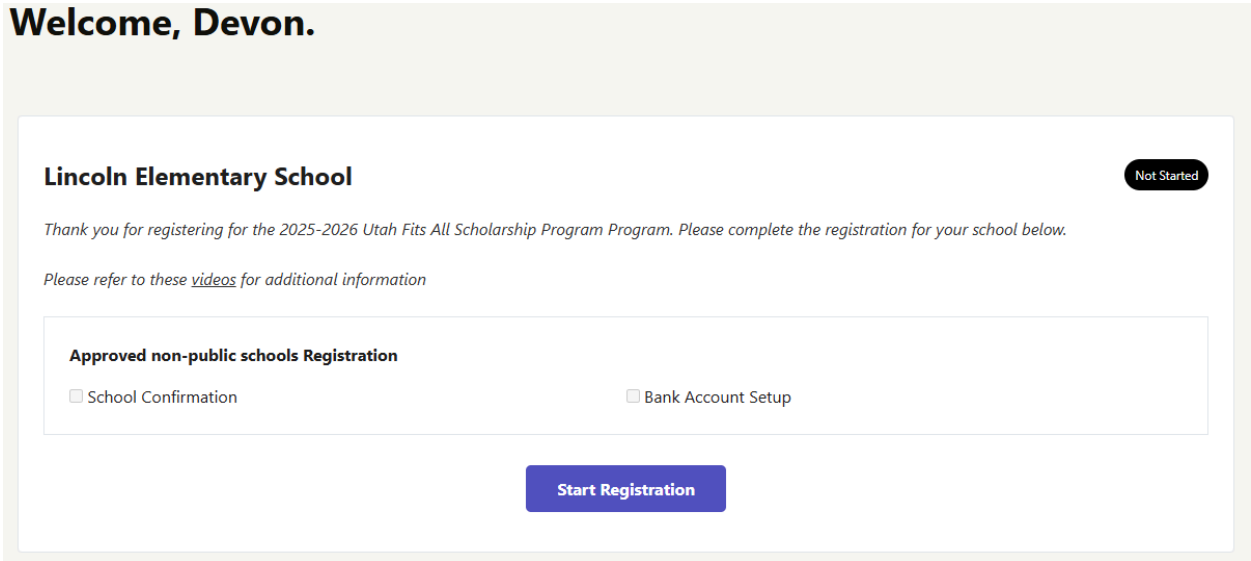


:

Registration:

- 1. Once you have logged in, please start the school confirmation portion. This will be one of two items needed in order to complete the registration.

Welcome, Devon.



- Step 1 of 2 will include adding your primary contact information and your school's information.

ODYSSEY Home Logout

School Registration

Step 1 of 2

2025-2026 Utah Fits All Scholarship Program School Registration

Primary Contact Information

Confirm primary point of contact information.

Primary Contact First Name	Primary Contact Last Name
<input type="text" value="Devon"/>	<input type="text" value="Dekowski"/>
Email	Phone
<input type="text" value="Principal@School.com"/>	<input type="text" value="(555) 010-1134"/>

Primary Contact Title

School Information

Verify or edit the details below.

School Name

3. You will then be asked to complete the school acknowledgements. Once complete, you will need to sign and continue.

The screenshot shows the Odyssey School Registration interface. At the top, the Odyssey logo is on the left, and 'Home' and 'Logout' links are on the right. The main heading is 'School Registration'. Below this, a white box contains the 'Step 2 of 2' progress indicator and the 'School Acknowledgments' section. The text reads: 'I affirm on behalf of my organization that:' followed by a list of six checkboxes. The first checkbox is selected. Below the list, it says 'I acknowledge that if/when the school I am representing passes either above 150 students enrolled:'. The final checkbox is also selected, with a sub-bullet point: 'a licensed independent certified public accountant conducts in accordance with generally accepted auditing standards;'. The background is a dark teal color.

Step 2 of 2

School Acknowledgments

I affirm on behalf of my organization that:

- Odyssey retains discretion to determine whether a private school meets the standards necessary to participate as an eligible school under the Utah Fits All Scholarship Program. In addition to the specific requirements outlined below, Odyssey may deny or revoke approval if, in its professional judgment, the school presents operational, financial, legal, or compliance risks that could adversely impact the integrity, efficiency, or lawful administration of the program.
- My school will comply with the antidiscrimination provisions of 42 U.S.C. Sec. 2000d.
- My school is a full-time, tuition-bearing educational institution where students receive the majority of their academic instruction.
- I acknowledge that as a parent of a scholarship student I may not receive scholarship funds as payment for my time spent educating my child.
- I acknowledge that as a parent of a home-based scholarship student or a home school student solely in relation to the parent's child I cannot be an authorized provider of the Utah Fits All Scholarship Program.
- I acknowledge that if my school passes either above or below 150 students enrolled I will notify Odyssey of the change in status within five business days of the change.

I acknowledge that if/when the school I am representing passes either **above 150 students enrolled**:

- I affirm the school must contract with an independent licensed certified public accountant to conduct or obtain an audit, audit report, or letter of solvency that:
 - a licensed independent certified public accountant conducts in accordance with generally accepted auditing standards;

4. Once the School Confirmation step has been completed, you should see a check mark. You will then be prompted to enter your banking information.

Welcome, Devon.

Lincoln Elementary School

In Progress

Thank you for registering for the 2025-2026 Utah Fits All Scholarship Program Program. Please complete the registration for your school below.

Please refer to these [videos](#) for additional information

Approved non-public schools Registration

School Confirmation

Bank Account Setup

Enter Banking Information

Banking Information:

1. The next step to register your school will be to enter the school's banking information. Please read and follow the instructions on this page and continue.

Banking

Banking Information and Setup

Instructions For Stripe Setup

1. Enter the school information below. Stripe runs an identify check to verify that school meets the requirement of it's [Stripe Connect Platform](#).
2. Enter phone number and type in six digit verification code**
3. Enter in company details.
4. Enter in banking details (routing and account number)
5. Agree and submit.

Stripe On-Boarding Information

Address

11 Main Street
Street*

Cheyenne Wyoming
City State

82432
Zip Code

Mobile Phone Number** **School Tax Identification Number**

2. Once you submit the above information, you will be guided to the stripe account page to add your school's stripe account information.

 Business type

Let's start with some basics

Choose your location and business type to get started.

Business location

United States 

Business type

Company 

If you haven't filed paperwork to register as a business entity, then your business type is likely to be Individual. For more information, refer to this [support article](#).

Business structure

Single-member LLC 

If you're a public company, select "Other/I'm not sure" and refer to this [support article](#) for further details.

[Continue](#)

- 3.
4. Once complete you will be returned back to the starting screen! If both boxes are checked off, then your school has successfully been registered.

Stripe Setup (New Account)

Basics

Test mode

Let's start with some basics

Choose your location and business type to get started.

Business location
United States

Type of business
Company

If you have not filed paperwork to register as a business entity, then your business type is likely to be Individual. Not sure which option to select? Refer to this [support article](#).

Business structure
Other/I'm not sure

If you're a public company, select "Other/I'm not sure" and refer to this [support article](#) for further details.

Continue

1. Select your business location, the type of business, and the business structure.
2. Click **[Continue]**.

Business Information

1. Fill out the required information about your school:

Test mode

Tell us about your business

This information is collected to better serve your business and comply with regulators and financial partners, as indicated in the [Terms of Service](#).

Legal business name
Company

Your legal business name and Employer Identification Number must be entered exactly as they appear on IRS-issued documents, including capitalization and punctuation. Not sure? Check your Letter 147C or SS-4 Confirmation Letter.

Business name or "Doing Business As" (DBA) Optional

The public operating name of your company, if it's different from your legal business name.

Continue

- a. Legal business name-School Name
- b. DBA, if needed

- c. Employer Identification Number (EIN) of the person who manages the finances of the school and will be managing the Stripe account.
- d. Business address- School Address
- e. Business phone number-School Phone Number
- f. Type of industry
- g. Business website- School Website
- h. Product description- Description of the school

2. Click **[Continue]**.

Business website

www.example.com

Your website must:

- Be viewable and not password-protected
- Match the business name and product description you provided to Odyssey

If your website doesn't meet these requirements, [view our support article](#).

Product description

Example: My business sells children's clothing, toys, and accessories online. We sell these items through our website and on Instagram.

Provide a 1-2 sentence description. Make sure to note when you typically charge your customers (i.e. during checkout or 3 days later). This helps us better understand your business.

Continue

Business Manager

1. Fill out the required information for the business or financial administrator of the school as they will be managing the Stripe account:

Test mode

Verify you represent this business

This account must be activated by an executive, senior manager or someone who otherwise has significant responsibility for the control and management of your business. If that's not you, [select someone new](#) as the business representative.

Legal name
Enter your name exactly as it is recorded with government agencies (e.g. IRS).

Legal first name

Legal last name

Email address

andrea@withodyssey.com

Job title

CEO, Manager, Partner

- a. Legal name

- b. Email address
 - c. Job title
 - d. Date of Birth
 - e. Home address
 - f. Phone number
 - g. Last 4 digits of Social Security Number
2. Click the checkbox if you own 25% or more of the business. If not, leave the checkbox blank.

The screenshot shows a registration form for Odyssey. On the left is a blue sidebar with the Odyssey logo and text: "Odyssey partners with Stripe for secure financial services.", "Return to Odyssey", "Powered by stripe", "Terms", "Privacy", and "English (US)". The main form area contains several input fields: "Street address", "Apartment, unit, or other", "City", "State" (dropdown), and "Zip code". Below these is a "Phone number" field with a country dropdown set to "US" and a number "+1 201 555 0123". Then, a "Last 4 digits of Social Security number" field with a masked input "***-**-8888". A note says "Provide a government-issued ID number instead" and "We are required to collect this information to satisfy regulatory obligations." At the bottom of this section is a checkbox labeled "I own 25% or more of the company." which is currently unchecked. A red arrow points to this checkbox. Below the checkbox is a blue "Continue" button.

3. Click **[Continue]**.

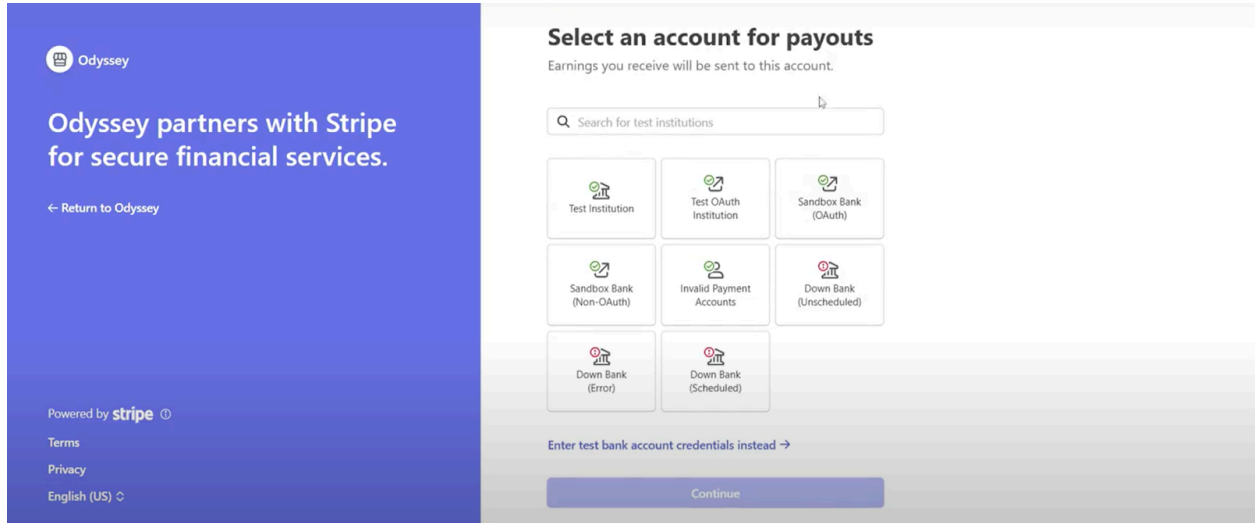
Business Owners

1. Provide information on the business owners. Alternatively, you can opt to continue without providing this information by clicking **[Continue with no owners]**.

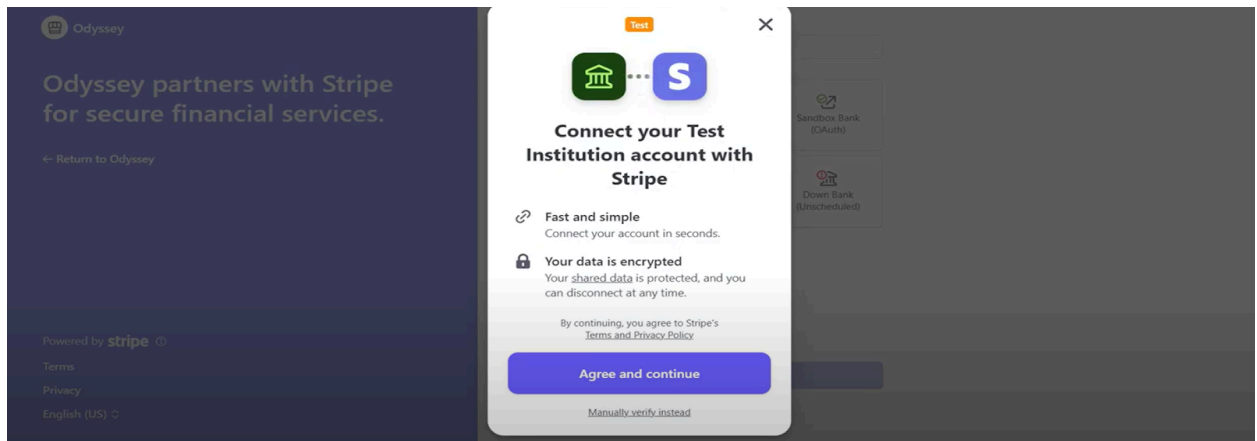
The screenshot shows the "Business owners" section of the Odyssey registration form. The blue sidebar on the left is identical to the previous screenshot. The main form area has a progress bar at the top, followed by a "Test mode" indicator. The section title is "Business owners". Below it, text reads: "Due to regulatory guidelines, we're required to collect information on anyone who has significant ownership of your business. [Learn more](#)". A mouse cursor is over the "Learn more" link. Below that, text says "Please add any individual who owns 25% or more of School." and "Add a business owner". At the bottom of this section is a blue button labeled "Continue with no owners".

Bank Account

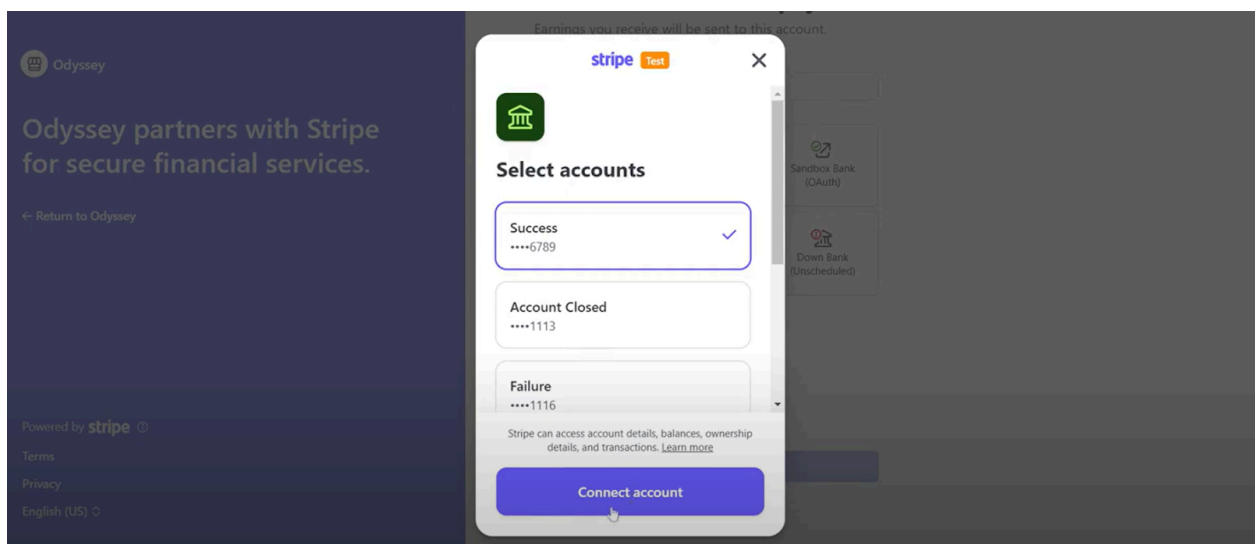
1. Search for and connect to your bank institution.



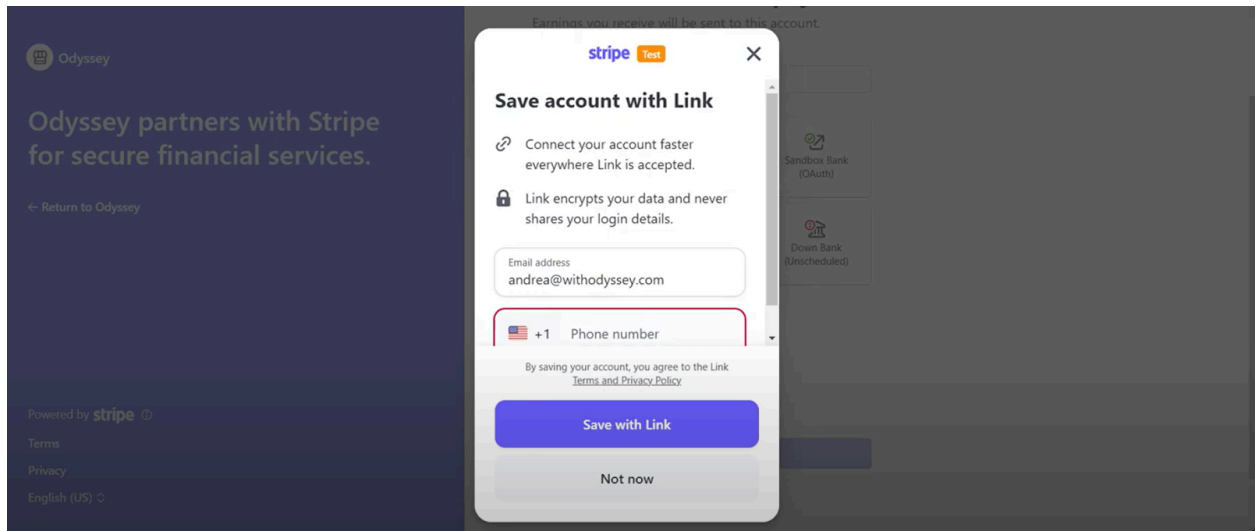
2. Once you select the bank institution, you'll get an option to automatically and quickly connect your account. Nonetheless, you can choose to do it manually.



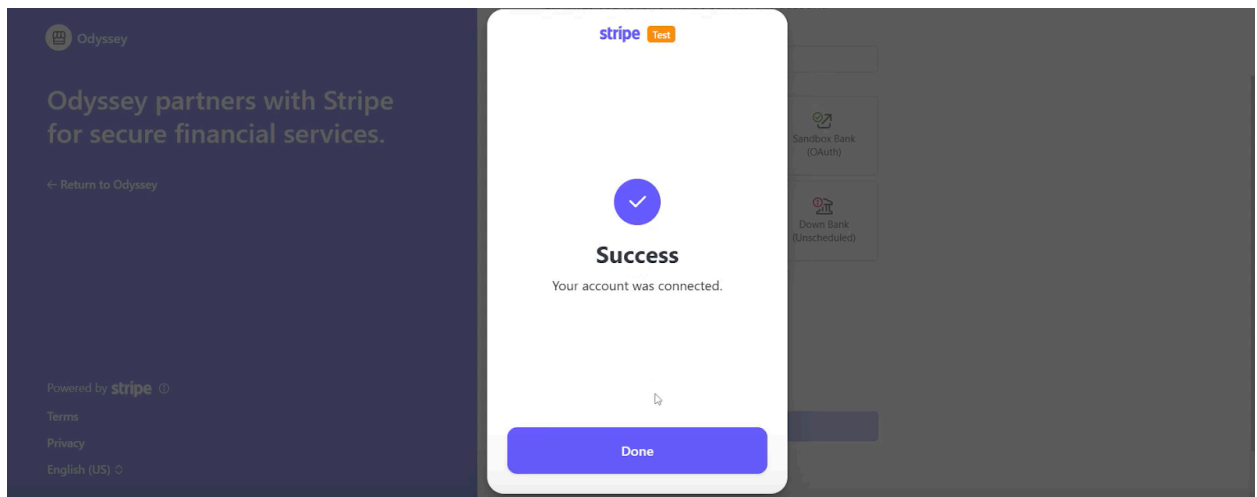
3. If you do the automatic option, you'll be prompted to select the bank account.



- Once done, click **[Connect account]**.
- You can save your information with Link, but you can also opt to skip this step by clicking **[Not now]**.

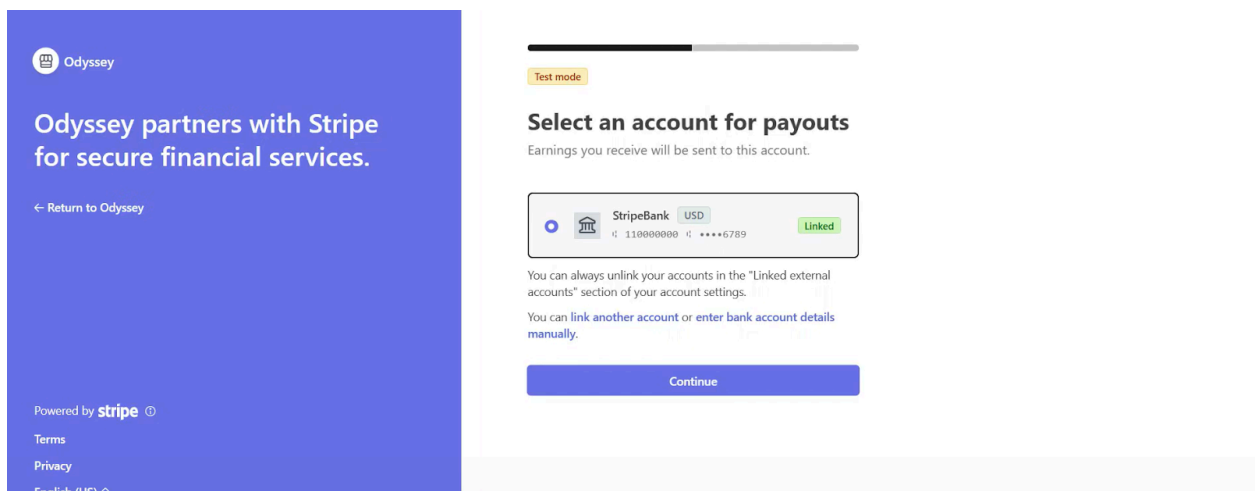


- After this step, you'll see a Success message. You can then click **[Done]**.



Payout

- If you have multiple bank accounts set up, you can select the primary one you want to receive the tuition payments at.



- a. You can always link another bank account or enter bank account details manually.
2. Click **[Continue]**.

Public Details

1. Add public details to your account. These will be visible to Odyssey-not the parents.

The screenshot shows the 'Add public details for customers' form in test mode. The left sidebar contains the Odyssey logo, a title 'Odyssey partners with Stripe for secure financial services.', a 'Return to Odyssey' link, and links for 'Powered by stripe', 'Terms', 'Privacy', and 'English (US)'. The main content area has a 'Test mode' badge and a title 'Add public details for customers'. Below the title is a warning: 'This information may be visible in payment statements, invoices, and receipts.' The 'Statement descriptor' section includes a note that descriptors must be similar to business names or URLs and provides a 'View support article' link. A text input field contains 'WEBSITE.COM'. Below it is a table with three rows: the first row has a phone icon, a blank field, and '\$20.00'; the second row has 'WEBSITE.COM' and '\$340.00'; the third row has a blank field and '\$63.00'. The 'Shortened descriptor' section has an 'Optional' toggle and a text input field containing 'WEBSITE.CO'.

- a. Statement descriptor
 - b. Shortened description (optional)
 - c. Customer support phone number
 - d. Customer support address
2. If you don't want the customer support phone number to be visible in receipts or invoices, click the button next to **"Show phone number on receipts and invoices"**.

The screenshot shows the 'Customer support phone number' and 'Customer support address' form. The left sidebar is identical to the previous screenshot. The main content area has a 'Customer support phone number' section with a dropdown for 'US' and a text input field containing '+1 201 555 0123'. Below this is a toggle switch for 'Show phone number on receipts and invoices', which is currently turned off. The 'Customer support address' section includes a dropdown for 'United States', a text input field containing '123 Main St', a text input field for 'Apartment, unit, or other', a dropdown for 'New Orleans', a dropdown for 'Louisiana', and a text input field containing '12345'. At the bottom is a blue 'Continue' button.

3. Click **[Continue]**.

Taxes

1. Decide if you want Stripe to monitor when and where you need to collect tax.

The screenshot shows the Stripe tax configuration interface. On the left is a blue sidebar with the Odyssey logo and text: "Odyssey partners with Stripe for secure financial services.", "Return to Odyssey", "Powered by stripe", "Terms", "Privacy", and "English (US)". The main content area has a "Test mode" indicator and "Optional" / "Free" tabs. The heading is "Know when and where you need to collect sales tax". Below this is explanatory text: "This service monitors your tax registration thresholds and tells you when, where, and how you need to start collecting sales tax. After that, we'll help you calculate and collect. When it's time to file, we've got reports to help." A prompt asks to "Pick the primary product type you sell - this is used to make sure everything's accurate." Three options are shown: "Digital goods" (ex: software, audio books, digital photographs), "Services" (ex: professional services, landscaping, personal care), and "Physical goods" (ex: clothing, medical supplies, electronics). The "Services" option is currently selected.

2. If you choose not to partake, click **[Not right now]**.

This screenshot shows the same Stripe tax configuration interface as above, but with the "Services" option selected. Below the product type options, there is explanatory text: "We'll monitor your tax registration thresholds for free. Fees apply after you add a tax registration and tax is calculated on your transactions." At the bottom, there are two buttons: a blue "Opt-in to Stripe Tax" button and a grey "Not right now" button. A mouse cursor is hovering over the "Not right now" button.

Review and Submit

Once everything is completed, your school account will be set up. You will be taken back to the home page where you will see a checkmark next to **Bank Account Setup** and your status will change to **Enrollment**, meaning you've successfully enrolled as a school in the UFA Program.

Confirm Student Enrollments:

When parents submit an application, they can select the school their student intends to attend through the Odyssey platform. This selection serves as a notification of their intent but does not constitute official enrollment. The enrollment process remains separate and must be completed directly between the parent and the school. As a school, you retain full discretion in determining which students to accept. Please note you are not obligated to accept all the students who select your school through the Odyssey platform.

Through the Odyssey platform, parents can submit a "Request for enrollment" at your school. This request can be made regardless of the status of their application.











To verify the enrollment requests you must do the following:

Step 1: Log in and Access Enrollment Requests

1. Log in to your Odyssey School Account.
2. On the homepage, click **[Accept Students]**, or expand the sidebar on the left and select **[Review Students]**.

Step 2: Reviewing Student Enrollment Requests

When parents request enrollment at your school, you will see two different statuses for each student: Application Status and Enrollment Status.

Start Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Enrollment Status ↓
25/3/18 3:15pm	John Doe 	John Doe  fa75cd--607751 	(999) 999-9999  <input type="text" value=""/>	Eligible	Closed 
25/3/14 2:38pm	John Doe 	TEST TEST  3d896c--8acf64 	(999) 999-9999  <input type="text" value=""/>	Closed	Closed 

- **Application Status:** Reflects the status of the student's application.
 - Eligible: The student qualifies for the program. Eligibility does not guarantee funding.
 - Under Review: The Odyssey Manual Review Team is verifying the application to determine if it is eligible or not.

- Ineligible: The student does not qualify for the program. You do not need to review enrollment requests for students with this status.
- Closed: The Odyssey Team had to close the account so the parent could reapply—this usually happens when an error was made during the initial application. You do not need to review enrollment requests for students with this status.
- **Enrollment Status:** Reflects the status of the student's enrollment request with your school.
 - Pending: This means that you must review the enrollment request and determine if the student will be attending your school.
 - Verified: This means that you've determined the student will be attending your school.
 - Denied: This means that you've determined the student will not be attending your school.
 - Closed: This means the student has switched to a different school.

You should focus on reviewing students with a **Pending Enrollment Status and an Eligible or Under Review Application Status.**

1. Navigate to the **[Pending]** section.

The screenshot shows the Odyssey Student Enrollment 2025-2026 dashboard. The 'Pending' tab is highlighted with a red box. The table below shows columns for Start Date, Parent/Guardian, Student, Contact, Application Status, and Enrollment Status, but it is currently empty with the message 'No records found'. A 'Download Students CSV' link is visible in the top right of the table area.

- *Please note that each section includes a [Download Students CSV] option for bulk viewing.*

2. Locate the student you wish to review and click the arrow on the right to expand their profile.

The screenshot shows the 'Student Enrollment 2025-2026' interface. At the top, there is a search bar and a filter menu with options: All Students, Pending (selected), Verified, Denied, and Closed. A 'Download Students CSV' link is visible on the right. Below the filter menu is a table with columns: Start Date, Parent/Guardian, Student, Contact, Application Status, and Enrollment Status. The table contains four rows of student data. The first row is highlighted, and a red box highlights the downward arrow in the Enrollment Status column for the first student, Leia Skywalker.

Start Date	Parent/Guardian	Student	Contact	Application Status	Enrollment Status
25/2/19 9:23pm	fake last	Leia Skywalker 910023-08822f	(242) 134-1241 fakeness@fakeemail.com	Under Review	Pending
25/2/19 9:23pm	fake last	James Potter 9afdc0-ccb00	(242) 134-1241 fakeness@fakeemail.com	Under Review	Pending
25/2/19 9:24pm	fake last	Luke Skywalker a42806-6483c7	(242) 134-1241 fakeness@fakeemail.com	Under Review	Pending
25/2/19 8:02pm	Ima Sample	Name Last Name d308d6-7e6dca	(123) 133-2322 testing123@odyssey.com	Under Review	Pending

3. Review the student's age, grade level, and parent/guardian information.

The screenshot shows the expanded profile for the first student, Leia Skywalker. The interface is divided into three sections: Details, Logs, and Actions. The Details section shows: Student Details: Birthday: 2008/4/8, School Enrolled: Test School (Peachtree), Grade Level: Fourth Grade, and Enrollment Status: Pending. The Logs section shows: Status Changed to Pending on 25/2/19 9:23pm, with an 'Add Note' button. The Actions section contains two buttons: 'Verify Student Enrollment' (green) and 'Deny Student Enrollment' (red).

4. Evaluate the enrollment request
 - To Deny Enrollment: Click **[Deny Student Enrollment]** to move them to the Denied category, allowing the parent to select a different school.
 - To Verify Enrollment: Click **[Verify Student Enrollment]** to confirm their enrollment. This action moves them to the **[Verified]** section, allowing you to set tuition and fees.

Downloading Enrollment Lists

Please note that all sections have a **[Download Students CSV]** option. When you click on this option, the system will generate a list of all students with that status. The lists will contain additional information such as the time the parent selected your school, enrollment ID, grade level, parent name, parent email, parent phone, school name, tuition & fees status, tuition & fees amount, student name, student birthday, student's application status, and student address.

For example, if you click on **[Download Students CSV]** in the Pending Section, you will get the following results:

Student Enrollment 2025-2026

Search... Test School

All Students **Pending** Verified Denied Closed

Download Students CSV

Start Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Enrollment Status ↓
25/3/26 2:16pm	John Doe	John Doe 691dcc-0a1709	(999) 999-9999	Eligible	Pending

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	V
created_at	enrollment_uid	grade_level	parent_em	parent_firs	parent_las	parent_mik	parent_phone	school_name	status	annual_tui	annual_tuition_amo	student_bi	student_fir	student_la	student_st	address1	address2	city	country
2025-03-26T14:16	691dcc0-b8dc-49	Eleventh Grade	andrea@w	John	Doe		(999) 999-9999	Test School (Atlanta)	Pending	Pending	N/A	#####	John	Doe	Eligible	11 Main St		New Orleans	LA

Meanwhile, if you click on **[Download Students CSV]** in the Closed Section, you will get the following results:

Student Enrollment 2025-2026

Search... Test School

All Students Pending Verified Denied **Closed**

Download Students CSV

Start Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Enrollment Status ↓
25/3/18 3:15pm	John Doe	John Doe fa75cd-607751	(999) 999-9999	Eligible	Closed
25/3/14 2:38pm	John Doe	TEST TEST 3d896c-8acf64	(999) 999-9999	Closed	Closed

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
created_at	enrollment_uid	grade_level	parent_em	parent_firs	parent_las	parent_mik	parent_phv	school_nai	status	annual_tui	annual_tui	student_bi	student_fir	student_la	student_st	address1	address2	city	country	postal	state
2025-03-14T	3d896c89-27	First Grade	andrea@w	John	Doe		(999) 999-9999	Test Schoc	Closed	Tuition Cor	4,000.00	#####	TEST	TEST	Eligible	11 main st		New Orleans	US	70124	LA
2025-03-18T	fa75cd4a-6c	Eleventh Grade	andrea@w	John	Doe		(999) 999-9999	Test Schoc	Closed	Pending	N/A	#####	John	Doe	Eligible	11 Main St		New Orleans	US	70124	LA

The list results will vary based on the enrollment status you choose to download.

Set Tuition & Fees

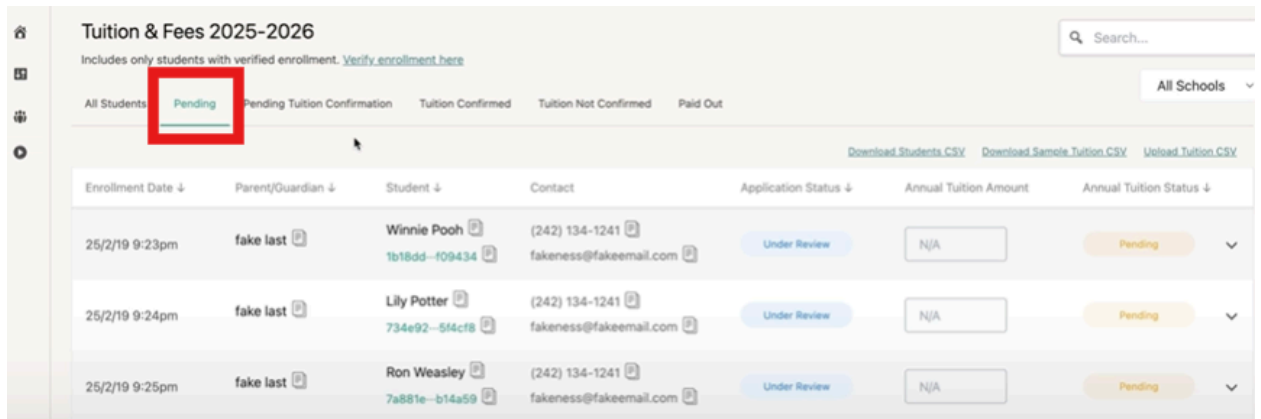
After verifying a student's enrollment, you will have the ability to set the tuition and fees for the academic year. Once established, parents will be prompted to review and confirm the amount; however, this confirmation does not automatically initiate payment. Each quarter, parents will have the flexibility to opt into paying tuition and fees through the Odyssey platform. Should they choose to opt out, they must coordinate directly with your school to arrange an alternative

payment method outside of Odyssey. Additionally, please note that if the tuition exceeds the UFA funds, the parent must coordinate with you to determine how they will pay the remaining tuition amount.

All payments will be processed on a quarterly basis and disbursed to your school through Stripe, our payment partner.

Option 1 - Setting Tuition and Fees Per Student

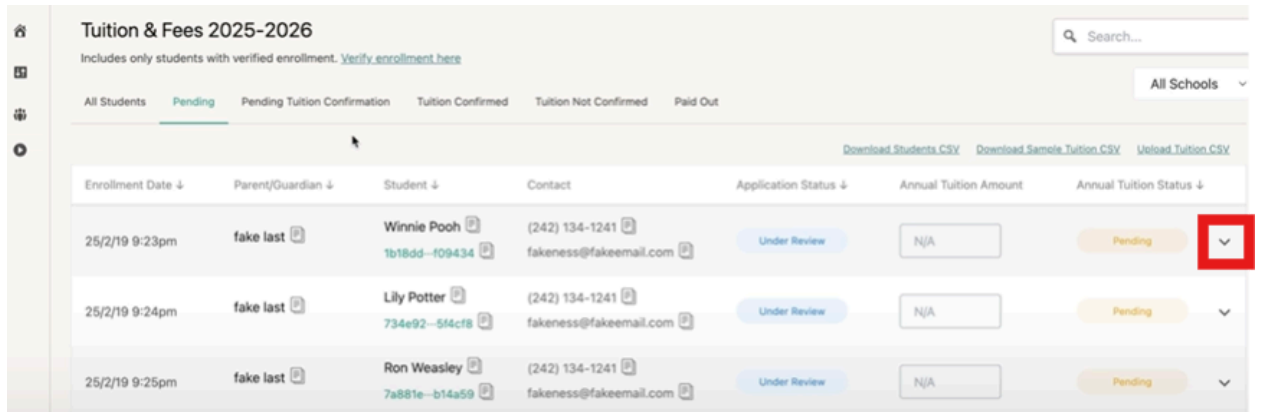
1. Return to the homepage and click **[Enter Tuition and Fees]**, or expand the sidebar and select **[Tuition Fees]**.
2. Go to the **[Pending]** section.



The screenshot shows the 'Tuition & Fees 2025-2026' page. The 'Pending' tab is highlighted with a red box. The table below lists three students with their enrollment dates, parent/guardian names, student names, contact information, application status, and annual tuition amount.

Enrollment Date	Parent/Guardian	Student	Contact	Application Status	Annual Tuition Amount	Annual Tuition Status
25/2/19 9:23pm	fake last	Winnie Pooh 1b18dd-f09434	(242) 134-1241 fakeness@fakeemail.com	Under Review	N/A	Pending
25/2/19 9:24pm	fake last	Lily Potter 734e92-5f4cf8	(242) 134-1241 fakeness@fakeemail.com	Under Review	N/A	Pending
25/2/19 9:25pm	fake last	Ron Weasley 7a881e-b14a59	(242) 134-1241 fakeness@fakeemail.com	Under Review	N/A	Pending

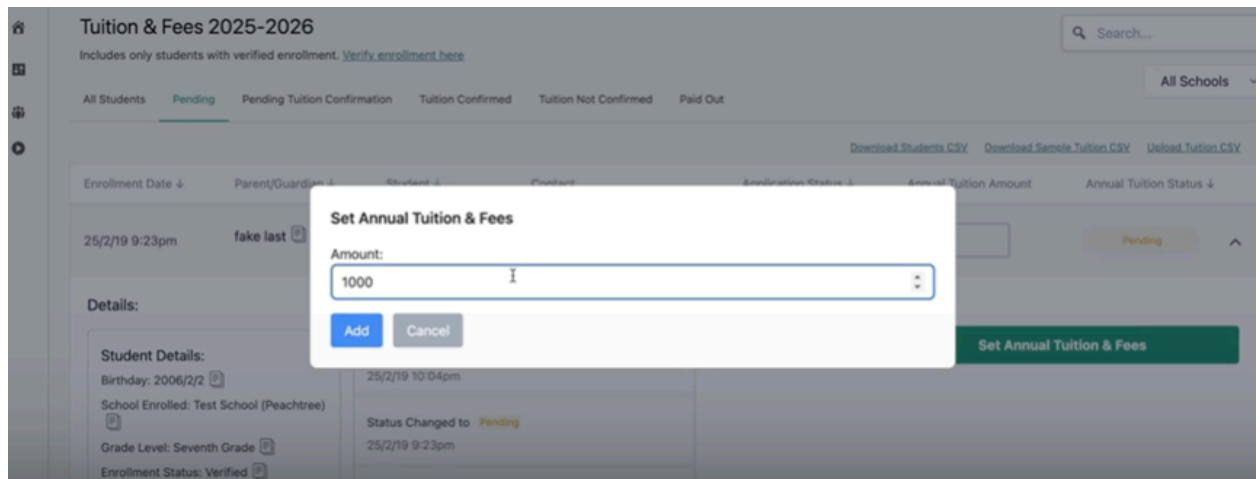
3. Locate the student and expand their profile.



The screenshot shows the same 'Tuition & Fees 2025-2026' page. The 'Annual Tuition Status' dropdown menu for the first student, Winnie Pooh, is expanded, and the 'Pending' option is highlighted with a red box.

Enrollment Date	Parent/Guardian	Student	Contact	Application Status	Annual Tuition Amount	Annual Tuition Status
25/2/19 9:23pm	fake last	Winnie Pooh 1b18dd-f09434	(242) 134-1241 fakeness@fakeemail.com	Under Review	N/A	Pending
25/2/19 9:24pm	fake last	Lily Potter 734e92-5f4cf8	(242) 134-1241 fakeness@fakeemail.com	Under Review	N/A	Pending
25/2/19 9:25pm	fake last	Ron Weasley 7a881e-b14a59	(242) 134-1241 fakeness@fakeemail.com	Under Review	N/A	Pending

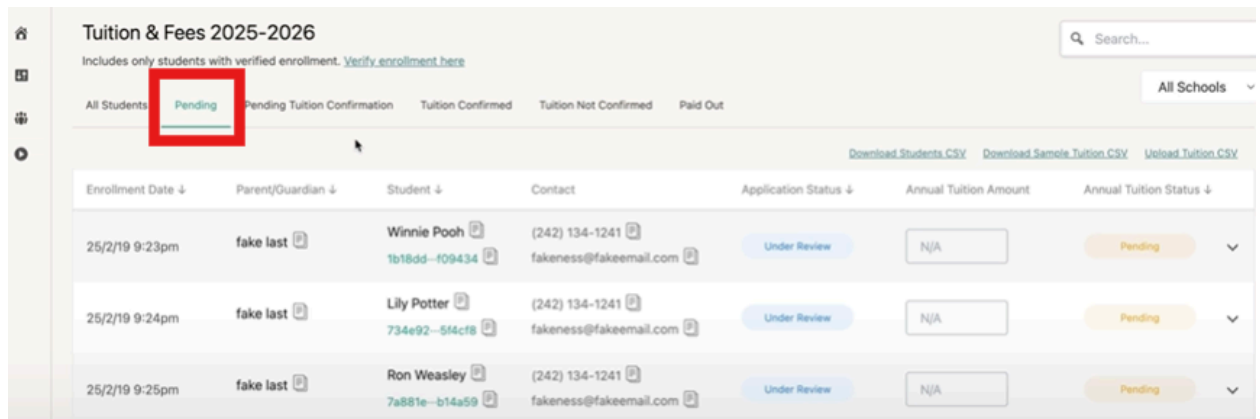
4. Click **[Set Tuition and Fees]** and enter the total amount for the school year.



5. Verify the amount and click **[Add]**.
6. The student moves to **[Pending Tuition Confirmation]**. At this point, the parent must approve or deny the amount in their Odyssey account.
 - a. Once the parent confirms and pays, the student moves to **[Tuition Confirmed]**, and eventually **[Paid Out]**.
 - b. If the parent denies the amount, the student moves to **[Tuition Not Confirmed]**, allowing you to re-enter the tuition details.
7. *Please note: Tuition includes applicable fees and is split into quarterly payments.*

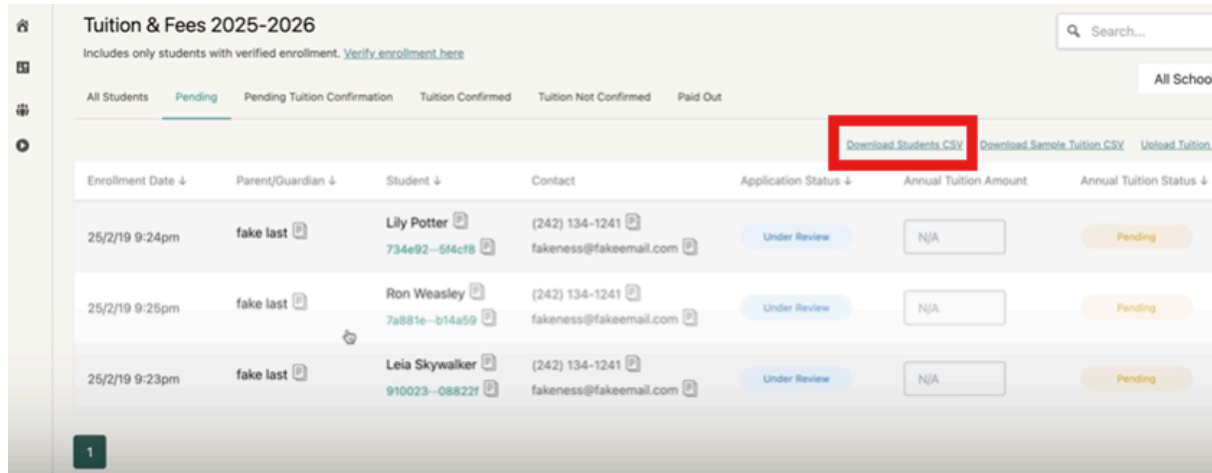
Option 2 - Setting Tuition and Fees in Bulk

1. Go to the **[Pending]** section.



2. Click on **[Download Students CSV]**.

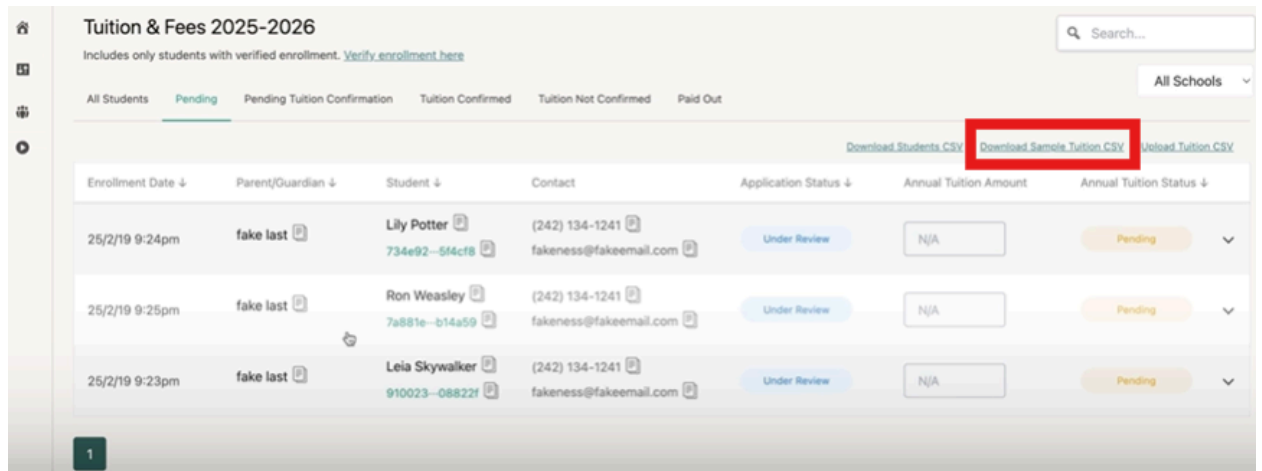
- a. You must use the student information found on this download. The Enrollment ID in particular is essential for the following steps.



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
created_at	enrollment_id	grade_level	parent_email	parent_first_name	parent_last_name	parent_mrk	parent_phx	school_name	status	annual_tuition_payment_status	annual_tuition_amount	student_birth	student_first_name	student_last_name	student_status
2025-03-1	34896c89-2767-4e35-9413-2	First Grad	andrea@w. John	Doe				(999) 999-1	Test Schoc Closed	Tuition Confirmed	4,000.00	#####	TEST	TEST	Eligible
2025-03-2	691dcca0-b8dc-49e1-a8c8-8	Eleventh Grad	andrea@w. John	Doe				(999) 999-1	Test Schoc Verified	Pending Tuition Confirmation	4,500.00	#####	John	Doe	Eligible
2025-03-2	e11cd709-92e4-4b0d-9d3d-4f	Ninth Grad	andrea@w. John	Doe				(999) 999-1	Test Schoc Verified	Pending Tuition Confirmation	4,000.00	4/8/2012	Jane	Doe	Eligible
2025-03-1	1a75cd4a-6c3d-4dc7-bbc0-8f	Eleventh Grad	andrea@w. John	Doe				(999) 999-1	Test Schoc Closed	Pending	N/A	#####	John	Doe	Eligible

b.

3. Download the [Sample Tuition CSV] from the top right corner.



- a. The sample includes the following sections:

1. Enrollment ID for each student.
2. Status of their enrollment request
3. Annual Tuition Payment Status
4. Annual Tuition Amount

A	B	C	D
enrollment_id	status	annual_tuition_payment_status	annual_tuition
9afdc0cb-bf6a-4fbb-bb2a-836f52ccbd00		Pending Tuition Confirmation	
d7587b6d-f66f-4793-b4a4-2e0693bb82	Denied		
daae9f80-2ba8-468d-b634-3e274c7e0f	Verified	Pending Tuition Confirmation	
d3b8d63a-d0e5-4fa5-a570-2384c57e6c	Verified		
a4280677-63ec-4d5d-ab83-6162b4648	Verified	Pending Tuition Confirmation	

4. Replace the information in the Sample CSV with the information of the students you will be working on.

- In the enrollment ID column, you will put the enrollment IDs you found in the Students CSV you previously downloaded.
- In the status column, you must make sure those students are in a Verified status as you will only be setting tuition and fees for students with Verified Enrollments. (Remove any students that do NOT have a Verified Status)
- In the Annual Tuition Payment Status column, you must make sure to change the status to Pending Tuition Confirmation for all students. We need it to reflect this status as that is the tuition status we want to move our students to.
- In the Annual Tuition Amount column, you will input the correct tuition & fees for each student.

Your CSV should now look like this:

	A	B	C	D	E
1	enrollment_id	status	annual_tuition_payment_status	annual_tuition_a	
2	691dcca0-b8dc-49e1-a8c8-93a8bf0a1709	Verified	Pending Tuition Confirmation	3000	
3	e1fcd709-92e4-4b0d-9d34-4622dd723584	Verified	Pending Tuition Confirmation	3000	

Make sure there are no empty rows between the students.

- Save the file as a .csv format.
- Upload it by selecting **[Upload Tuition CSV]** in the Pending section.

The screenshot shows the 'Tuition & Fees 2025-2026' interface. At the top, there's a search bar and a dropdown for 'All Schools'. Below that, there are tabs for 'All Students', 'Pending', 'Pending Tuition Confirmation', 'Tuition Confirmed', 'Tuition Not Confirmed', and 'Paid Out'. The 'Pending' tab is active. In the top right corner, there are three buttons: 'Download Students CSV', 'Download Sample Tuition CSV', and 'Upload Tuition CSV', with the latter being highlighted by a red box. The main table lists students with columns for Enrollment Date, Parent/Guardian, Student, Contact, Application Status, Annual Tuition Amount, and Annual Tuition Status. Three students are listed: Lily Potter, Ron Weasley, and Leia Skywalker, all with 'Under Review' status and 'N/A' for tuition amount.

- Ensure the amounts are correct before submitting.
- Once uploaded, students move to **[Pending Tuition Confirmation]**, and the process continues.

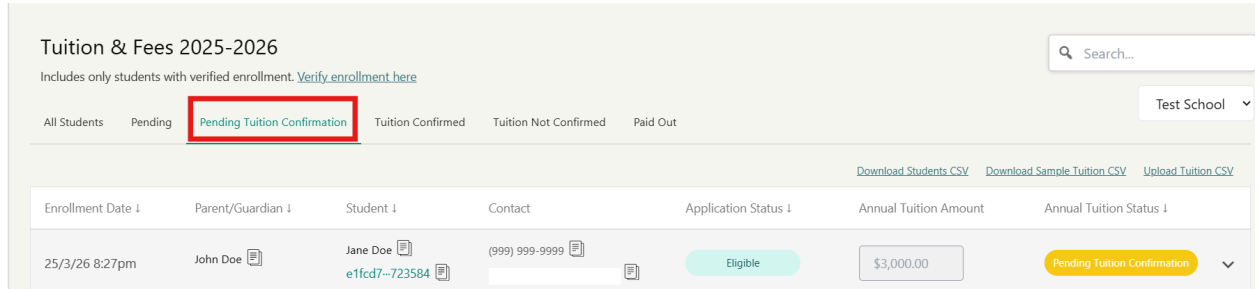
Updating Tuition & Fees

When setting tuition and fees, it's important to provide the correct amount. However, if a mistake is made, schools can adjust tuition before the parent confirms it or if the parent denies it. Please note that, once confirmed, the amount can't be changed. If that happens, please contact the Odyssey Team for help.

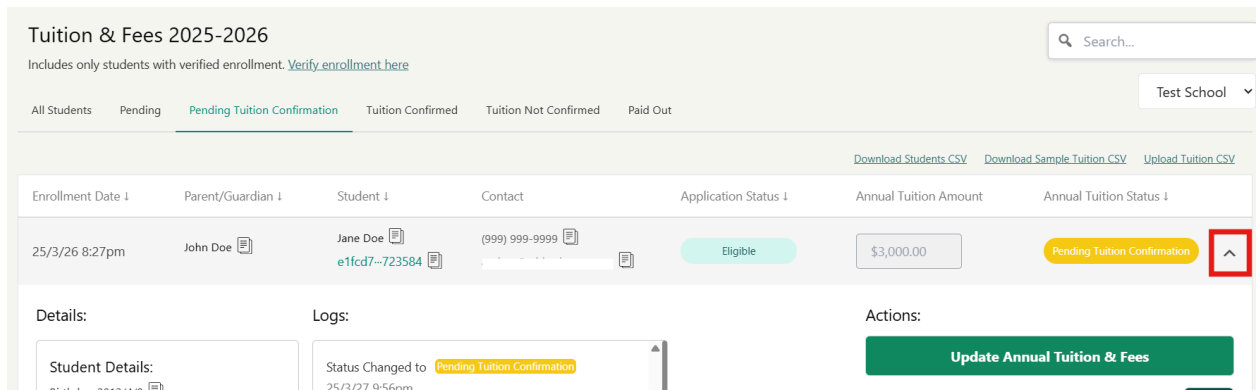
Here are the ways you can update tuition and fees if a mistake is made:

Option 1: Updating tuition for a student in Pending Tuition Confirmation Status

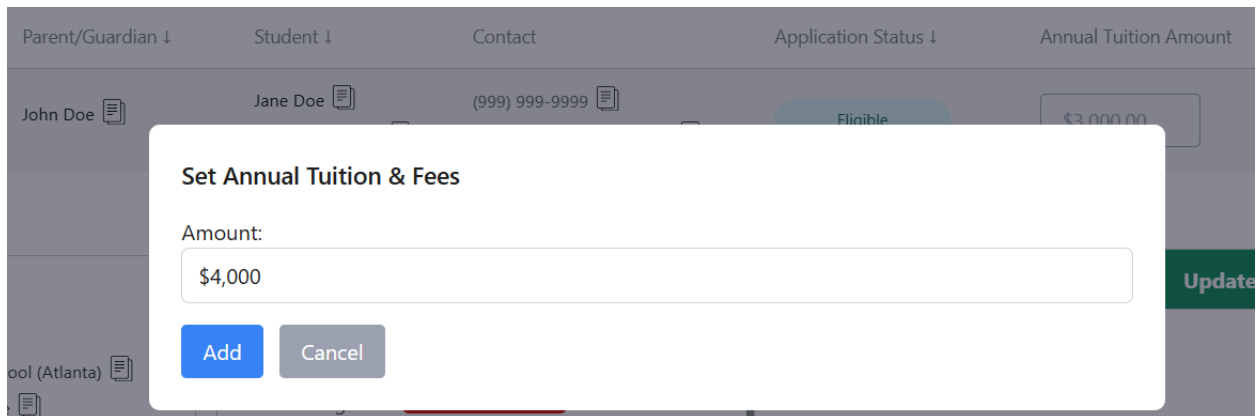
1. Go to the [Pending Tuition Confirmation] section.



2. Expand the profile of the student whose tuition you need to update.



3. Click on [Update Annual Tuition & Fees].
4. Type in the correct amount and click [Add].
Please double-check to make sure the amount is correct.



- 5.
6. The tuition amount will update and the parent will receive the correct amount in their portal. They must then approve or deny it.

Tuition & Fees 2025-2026

Includes only students with verified enrollment. [Verify enrollment here](#)

Search...

All Students Pending **Pending Tuition Confirmation** Tuition Confirmed Tuition Not Confirmed Paid Out Test School

Download Students CSV Download Sample Tuition CSV Upload Tuition CSV

Enrollment Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Annual Tuition Amount	Annual Tuition Status ↓
25/3/26 8:27pm	John Doe	Jane Doe e1fcd7--723584	(999) 999-9999	Eligible	\$4,000.00	Pending Tuition Confirmation

Option 2: Updating tuition for a student in Tuition Not Confirmed Status

1. Go to [Tuition Not Confirmed].

Tuition & Fees 2025-2026

Includes only students with verified enrollment. [Verify enrollment here](#)

Search...

All Students Pending Pending Tuition Confirmation **Tuition Not Confirmed** Tuition Confirmed Paid Out Test School

Download Students CSV Download Sample Tuition CSV Upload Tuition CSV

Enrollment Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Annual Tuition Amount	Annual Tuition Status ↓
25/3/26 8:27pm	John Doe	Jane Doe e1fcd7--723584	(999) 999-9999	Eligible	\$4,000.00	Tuition Not Confirmed

2. Expand the profile of the student whose tuition you need to update.

Tuition & Fees 2025-2026

Includes only students with verified enrollment. [Verify enrollment here](#)

Search...

All Students Pending Pending Tuition Confirmation Tuition Confirmed **Tuition Not Confirmed** Paid Out Test School

Download Students CSV Download Sample Tuition CSV Upload Tuition CSV

Enrollment Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Annual Tuition Amount	Annual Tuition Status ↓
25/3/26 8:27pm	John Doe	Jane Doe e1fcd7--723584	(999) 999-9999	Eligible	\$4,000.00	Tuition Not Confirmed

Details:

Student Details:

Birthday: 2012/4/8

School Enrolled: Test School (Atlanta)

Grade Level: Ninth Grade

Enrollment Status: Verified

Logs:

Status Changed to **Tuition Not Confirmed**
25/3/27 9:50pm

Status Changed to **Pending Tuition Confirmation**
25/3/27 9:45pm

Actions:

Update Annual Tuition & Fees

Need help?

3. Click on [Update Annual Tuition & Fees].

4. Type in the correct amount and click **[Add]**.
Please double-check to make sure the amount is correct.

Set Annual Tuition & Fees

Amount:

\$3,000

Add Cancel

5. The tuition amount will update and the student will move to **[Pending Tuition Confirmation]**. The parent will now receive the correct amount in their portal.

Tuition & Fees 2025-2026

Includes only students with verified enrollment. [Verify enrollment here](#)

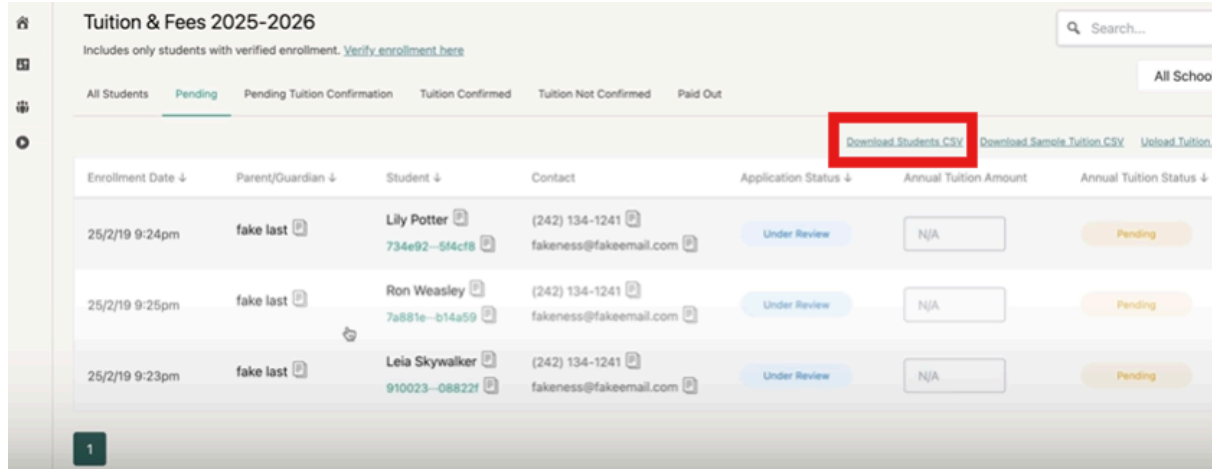
All Students Pending **Pending Tuition Confirmation** Tuition Confirmed Tuition Not Confirmed Paid Out

Enrollment Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Annual Tuition Amount	Annual Tuition Status ↓
25/3/26 8:27pm	John Doe	Jane Doe e1fcd7--723584	(999) 999-9999	Eligible	\$3,000.00	Pending Tuition Confirmation

Option 3: Bulk updating multiple students' tuition

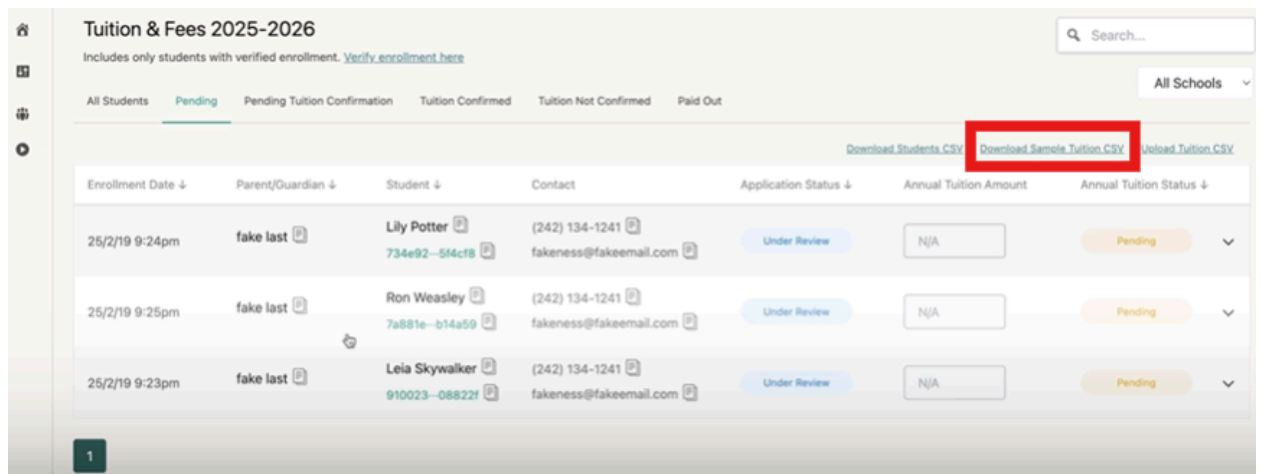
For this option, the student can be in Pending Tuition Confirmation or Tuition Not Confirmed status.

1. Click on **[Download Students CSV]**.
 - a. You can click on **[Download Students CSV]** in any section except Tuition Confirmed, as we can not manually update those tuition amounts.
 - b. You must use the student information found on this download. The Enrollment ID in particular is essential for the following steps.



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
created_at	enrollment_uid	grade_level	parent_email	parent_first_name	parent_last_name	parent_mik	parent_phx	school_name	status	annual_tuition_payment_status	annual_tuition_amount	student_bsi	student_fir	student_la	student_stad
2025-03-1 3	896c09-2767-4a35-9413-2	First Grade	andrea@w.john	Doe		(999) 999-1	Test Schoc	Closed	Tuition Confirmed	4,000.00	#####	TEST	TEST	TEST	Eligible
2025-03-2	691dcca0-b8dc-49e1-ab8c-8	Eleventh G	andrea@w.john	Doe		(999) 999-1	Test Schoc	Verified	Pending Tuition Confirmation	4,500.00	#####	John	Doe	Doe	Eligible
2025-03-2	e1fc-d709-92e4-4b0d-9d34-4f	Ninth Grad	andrea@w.john	Doe		(999) 999-1	Test Schoc	Verified	Pending Tuition Confirmation	4,000.00	4/8/2012	Jane	Doe	Doe	Eligible
2025-03-1	fa75cd4a-6c3d-4dc7-bbc0-5f	Eleventh G	andrea@w.john	Doe		(999) 999-1	Test Schoc	Closed	Pending	N/A	#####	John	Doe	Doe	Eligible

2. Download the [Sample Tuition CSV] from the top right corner of any section.



- a. The sample includes the following sections:
1. Enrollment ID for each student.
 2. Status of their enrollment request
 3. Annual Tuition Payment Status
 4. Annual Tuition Amount

A	B	C	D
enrollment_id	status	annual_tuition_payment_status	annual_tuition
9afdc0cb-bf6a-4fbb-bb2a-836f52ccbd00		Pending Tuition Confirmation	
d7587b6d-f66f-4793-b4a4-2e0693bb82	Denied		
daae9f80-2ba8-468d-b634-3e274c7e0f	Verified	Pending Tuition Confirmation	
d3b8d63a-d0e5-4fa5-a570-2384c57e6c	Verified		
a4280677-63ec-4d5d-ab83-6162b4648	Verified	Pending Tuition Confirmation	

3. Replace the information in the Sample CSV with the information of the students you will be working on.

- a. In the enrollment ID column, you will put the enrollment IDs you found in the Students CSV you previously downloaded.

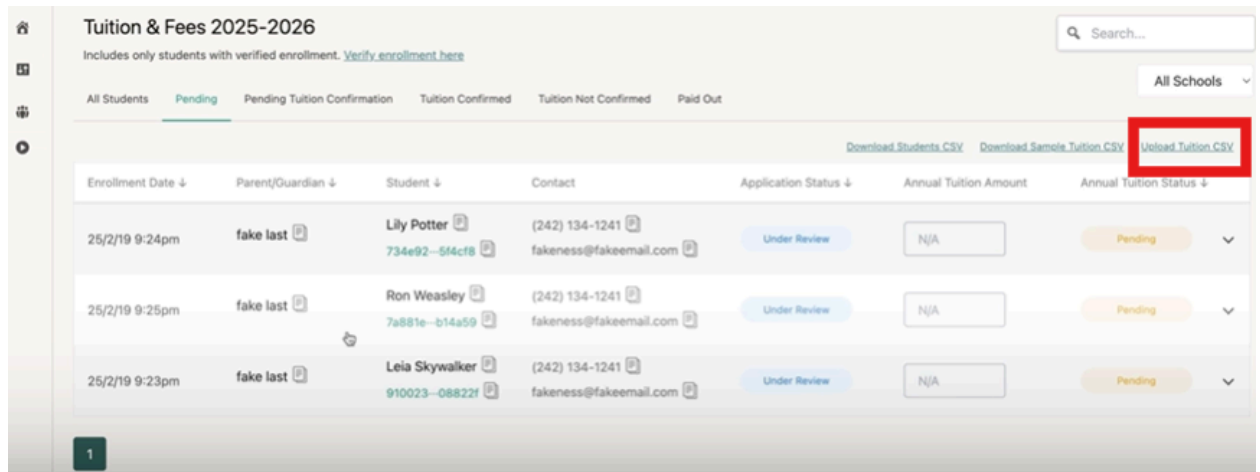
- b. In the status column, you must make sure those students are in a Verified status as you will only be setting tuition and fees for students with Verified Enrollments. (Remove any students that do NOT have a Verified Status)
- c. In the Annual Tuition Payment Status column, you must make sure to change the status to Pending Tuition Confirmation for all students. We need it to reflect this status as that is the tuition status we want to move our students to.
- d. In the Annual Tuition Amount column, you will input the correct tuition & fees for each student.

Your CSV should now look like this:

	A	B	C	D	E
1	enrollment_id	status	annual_tuition_payment_status	annual_tuition_a	
2	691dcca0-b8dc-49e1-a8c8-93a8bf0a1709	Verified	Pending Tuition Confirmation	3000	
3	e1fcd709-92e4-4b0d-9d34-4622dd723584	Verified	Pending Tuition Confirmation	3000	

Make sure there are no empty rows between the students.

4. Save the file as a .csv format.
5. Upload it by selecting **[Upload Tuition CSV]** in any section.



6. Ensure the amounts are correct before submitting.
7. Once uploaded, students move to **[Pending Tuition Confirmation]**. The parent will now receive the correct amount in their portal.

Option 4: Updating tuition for a student in Tuition Confirmed Status

Contact the Odyssey Support Team for additional assistance as it can not be manually updated.

Please provide an Excel or Google Sheet with the following information for each student whose tuition needs to be removed:

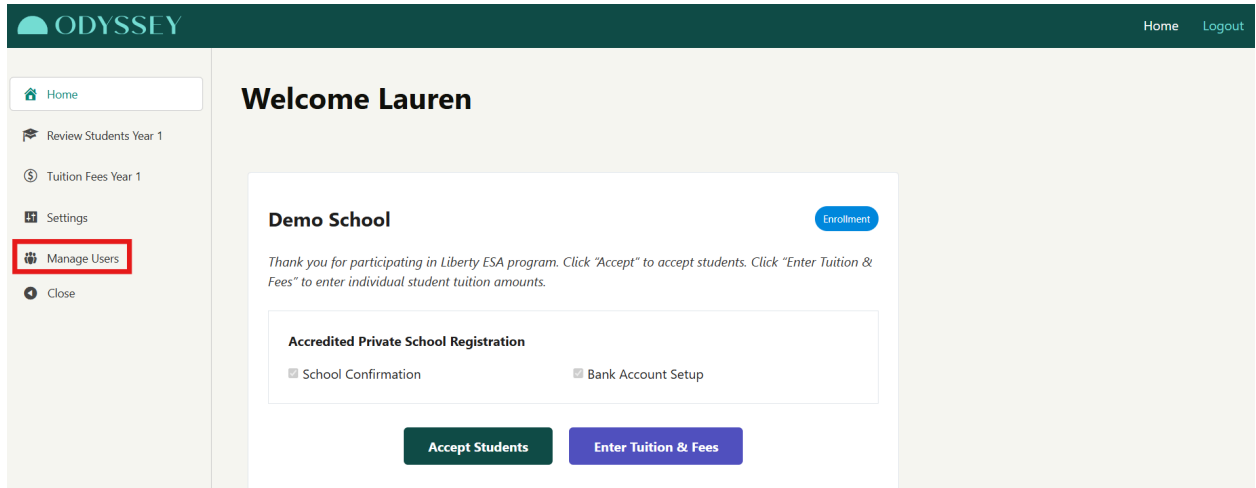
- Student Name
- Student ID
- Parent Email

Adding Additional Users

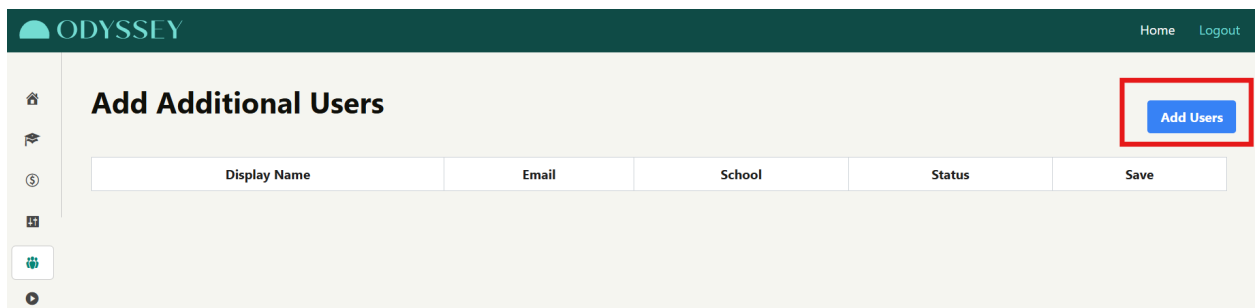
Important: Only the first administrator (original point of contact) is authorized to add additional administrative users.

To add users to manage the Odyssey School Account, please follow these steps:

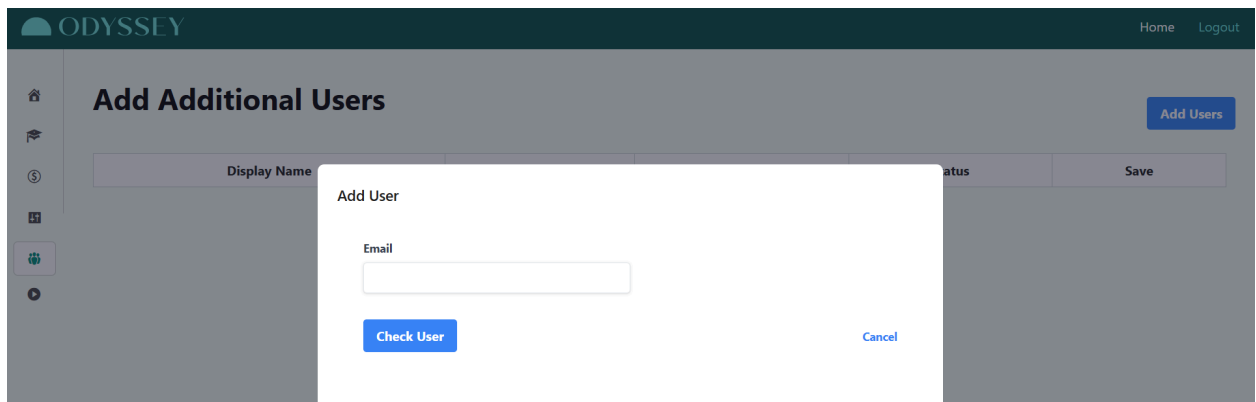
1. Navigate to the **[Manage Users]** tab on the left side of the screen.



2. Click the **[Add Users]** button.



3. Enter the additional user's email address and click **[Check User]**.



4. Complete the required fields and click **[Add User]** when finished.

Add User

Email	Password
<input type="text"/>	<input type="text" value="Leave blank to keep the same password"/>
First Name	Last Name
<input type="text"/>	<input type="text"/>
School	
<input type="checkbox"/> Select all	
<input type="checkbox"/> Demo School	













Add User **Cancel**

5. Once done, you will receive a message like the following:

The screenshot shows the Odyssey user management interface. At the top, there is a dark green header with the Odyssey logo and 'Home Logout' links. Below the header, the page title is 'Add Additional Users' with an 'Add Users' button. A green message box states: 'User has been created successfully. Please contact Odyssey for request approval.' Below the message is a table with columns: Display Name, Email, School, Status, and Save.

Please note: Odyssey will review and approve all additional user requests within 1-2 business days. To access the account, provide the additional user the link to the Odyssey School Account website; they should be able to log in with their email.

When parents request enrollment at your school, you will see two different statuses for each student: Application Status and Enrollment Status.

Start Date ↓	Parent/Guardian ↓	Student ↓	Contact	Application Status ↓	Enrollment Status ↓
25/3/18 3:15pm	John Doe 	John Doe  fa75cd--607751 	(999) 999-9999  <input type="text" value=""/> 	Eligible	Closed 
25/3/14 2:38pm	John Doe 	TEST TEST  3d896c--8acf64 	(999) 999-9999  <input type="text" value=""/> 	Closed	Closed 

- **Application Status:** Reflects the status of the student's application.
 - Eligible: The student qualifies for the program. Eligibility does not guarantee funding.
 - Under Review: The Odyssey Manual Review Team is verifying the application to determine if it is eligible or not.
 - Ineligible: The student does not qualify for the program. You do not need to review enrollment requests for students with this status.
 - Closed: The Odyssey Team had to close the account so the parent could reapply—this usually happens when an error was made during the initial application. You do not need to review enrollment requests for students with this status.
- **Enrollment Status:** Reflects the status of the student's enrollment request with your school.
 - Pending: This means that you must review the enrollment request and determine if the student will be attending your school.
 - Verified: This means that you've determined the student will be attending your school.
 - Denied: This means that you've determined the student will not be attending your school.
 - Closed: This means the student has switched to a different school.

You should focus on reviewing students with a **Pending Enrollment Status and an Eligible or Under Review Application Status.**

Approved UFA Private Schools:

Abide Christian Academy
Acton Academy Cache Valley
Acton Academy St. George
Aim Academy
Aloha Micro Academy
Alpine Latin School
American Heritage School - American Fork
American Heritage School - Salt Lake City
Anthem Preparatory School
Apogee Cache Valley
Apogee Utah
Arches Academy
Art Box Studio/Wonder Academy
Ascend A Mentored Education
Atlas Academy
Beautiful Minds Learning
Bell Canyon Montessori
Belmont Classical Academy
Belmont Classical Academy
Berean Baptist Academy
Bicknell Sagebrush Academy
Blessed Sacrament Catholic School
Bravo Montessori School
BYU Online High School
Capitol Hill Academy
Castle Valley Academy
Challenger School Farmington
Challenger School – Holladay
Challenger School – Salt Lake City
Challenger School – Sandy
Challenger School – Traverse Mountain
(Lehi)
Challenger School – West Jordan
Chesterton Academy of Northern Utah
Children's Christian School
CHOICE An Acton Academy
Collective Academy
Concordia Lutheran Elementary
Creekside Montessori
Cumberledge Academy L.L.C.
Dancing Moose Montessori School Lehi
Dancing Moose Montessori School South
Jordan
Dancing Moose Montessori School West
Valley
Deseret Academy
Elizabeth Academy
Ensign Learning Center
Ensign Peak Academy
Faith Baptist Academy
Family Lyceum
Fletcher School
Foothill Montessori of Salt Lake
Grace Lutheran School
Go Beyond kids
Gryffin Learning Center
Heron School
Horseshoe Mountain Village School
Hilltop Christian School
iCreate Collaborative
Ideal School
Intermountain Christian School
Iqra Academy of Utah
Ivy Hall Academy
JE Cosgriff Memorial Catholic School
Juan Diego Catholic High School
Judge Memorial Catholic High School
Kearns-St. Ann School
KoolMinds - Orem
KoolMinds - Sandy
Layton Christian Academy
Liahona Preparatory Academy
Liberty Youth Academy
Life Mission School
Little Blooms Montessori
Little light log cabin
Little Miners Montessori
Luther Preparatory School, Inc
Milk and Honey School
Moab Montessori Center

Montessori Learning Center
Morning Star Preparatory Academy
Mount Olive School
Mount Vernon Academy
Mountain Valley School
Nahunta Hall
Nature Academy Daycare & School
New Life Christian Academy
New Life Christian Academy of Tooele
Queen of All Saints Academy
OE Academy of Utah
On Track School
Orchard STEM School
Outlaw EDU
Our Journey Montessori
Our Lady of Lourdes Catholic School
Park City Day School
Picabo Street Academy
Pinyon Montessori
Prince of Peace Lutheran School
Prenda (select schools, please contact
Prenda Administrators)
Prisma
Providence Montessori Academy
Realms of Inquiry Private School
Redeemer Lutheran School
Reid School
Rising Heights Academy
Saint Andrew Catholic School
Saint Francis Xavier Catholic School
Saint John the Baptist Catholic Elementary
School
Saint John the Baptist Catholic Middle
School
Saint Joseph Catholic Elementary

Saint Joseph Catholic High School
Saint Joseph Elementary School
Saint Marguerite Catholic School
Saint Olaf Catholic School
Saint Sophia School
Seed School
Seeds to Cedars Academy
Sego Lily Children's Garden
Slope School
Soaring Wings International Montessori
School
Southeastern Christian Academy
Sunrise Oasis Academy of Reading
St. Vincent de Paul Parish School
Stoneybrook Community School
Summit Christian Academy
Telos Classical Academy
The Madeleine Choir School
The Treehouse Agile Learning Community
The Village Schoolhouse
Trinity Lutheran Academy
Uintah Basin Christian Academy
Utah Prep Academy
Utah STEM and Arts Academy
Valor Global Online
Vernal Liberty Middle School LLC
Volo Natural Learning Community
Wasatch Academy
Wasatch Christian School
Westside Christian School
White House Academy
Wild Rose Classical Academy
Wilderland Academy
Williamsburg Academy

Please note: This list was published on **September 3rd** and is updated weekly [here](#).

Service Providers or Vendors

What is the Odyssey Marketplace and can I be in it?

When families receive UFA Scholarship funds, they are able to spend the money on tuition & fees and/or on products and services in the Odyssey Marketplace. In order to be in the Marketplace, businesses and individuals must apply to be a Vendor or a Service Provider by completing a [Vendor application](#). The information provided will be evaluated by the Odyssey Team to determine if the applicant qualifies under the UFA guidelines. If they do, they will be prompted to connect their bank account to Stripe and to upload their product or service offerings. These offerings will also be evaluated by the Odyssey Team to determine that they align with the eligible expenses.

Please note that the tuition & fees process is different and unrelated to the Marketplace Process. It is important to note that if a school chooses to become a vendor or service provider, the school will have two Odyssey Accounts: the Odyssey School Account and the Odyssey Vendor Account.

Price Caps/Purchase Restrictions of Eligible Expenses for the Utah Fits All Scholarship Program:

A price cap is the maximum amount a single item can be listed for on the Marketplace. If a vendor lists an item above this limit, the price must be adjusted before the listing can be approved. The following expense categories have price caps in the Utah Fits All Marketplace:

Category	Price Limit	Purchase Restriction
Tablets	\$1,500	1 purchase every 3 years
Laptops	\$1,500	1 purchase every 3 years
Desktops	\$1,500	1 purchase every 3 years
Monitors	\$500	1 purchase every 3 years
Cameras	\$500	1 purchase every 3 years
Printers	\$1,500	1 purchase every 3 years
3D Printers	\$1,500	
Headphones	\$200	

Extracurricular Activities	20% of Scholarship	
Physical Education	20% of Scholarship	

Utah Fits All Providers: Parent Co-ops:

Can a Parent Co-op be an eligible service provider?

Parent Co-ops are not forbidden to be providers in Utah Fits All nor are their services inherently not eligible for parents. However, members and leaders of parent co-ops need to be fully aware of the law because they risk coming in violation by the nature of the organization.

First to address if a Co-op can be a service provider, yes they can but they must be aware of the law. They are required to have an EIN, if the organization is a nonprofit they are still required to have an EIN to be an eligible service provider. But, if the organization is run by parents who are home-based scholarship students or a home school student solely in relation to the parent's child they cannot be a provider. This poses an issue for parent co-ops to be aware of because the co-op cannot be run by the parent of a homeschooler or the family member of a homeschooler.

So if a co-op is registered as a business with an EIN and run by an individual who is not the parent of a home-based scholarship student or related to the parent of a home-based scholarship student they can be an eligible service provider.

Can a parent use scholarship funds to pay a parent co-op?

The section of Utah state code that affects parent co-op offerings and services is below:

“A private program or service intending to receive scholarship funds shall: agree to not refund, rebate, or share scholarship funds with scholarship students or scholarship students' parents in any manner except remittances or refunds processed through the financial administrator to a scholarship account in accordance with this part and procedures that the program manager establishes.” - 53F-6-409(3)

Generally speaking, parent co-op's exist to pool money across multiple families to purchase in bulk. Parents and service providers are forbidden to mix funds across students. This means that if a co-op wants to bulk purchase 500 boxes of colored pencils, those boxes of colored pencils

would then have to be individually purchased by the student's account. The parent cannot spend scholarship funds to go into a pool of money that mixes funds with other students to make a purchase.

Another section of Utah state code that affects parent co-op offerings and services is:

“To be an eligible service provider, a private program or service: may not act as a consultant, clearing house, or intermediary that connects a scholarship student with or otherwise facilitates the student's engagement with a program or service that another entity provides.” - 53F-6-409(1)

In other words, if a parent co-op purchases curriculum or classes in bulk for parents to then individually purchase they are acting as an intermediary that is connecting the parent to a third party service. Classes and curriculum must be purchased from the organization that creates them.

Lastly for original classes and curriculum taught by a co-op themselves. These classes are allowed and encouraged. However, if the class is taught by a parent of a home based scholarship student that parent cannot be paid with scholarship funds if their own student is taking the class.

What should I do if I am a parent in a co-op?

Odyssey highly encourages co-ops with parents who want to use UFA funds to apply to be eligible service providers. This is the most effective way we can determine if the organization qualifies to receive UFA funds. Please be aware that due to the legal nuances co-op applications and offerings will take Odyssey longer to process and approve. As for reimbursements for parent co-ops spending cannot violate any of the guidelines stated above and the sections of law below. Reimbursements to co-ops will require the parent to prove the purchase is not in violation of these sections of law.

Relevant Sections of Utah State Code:

“The following are not eligible service providers: a parent of a home-based scholarship student or a home school student solely in relation to the parent's child” -53F-6-409(6)(a)

“The parent of a scholarship student may not receive scholarship funds as payment for the parent's time spent educating the parent's child.” - 53F-6-402(7)(d)

“To be an eligible service provider, a private program or service: shall provide to the program manager and financial administrator:

(i) a federal employer identification number;
(ii) the provider's address and contact information;
(iii) a description of each program or service the provider proposes to offer directly to a scholarship student; and
(iv) subject to Subsection (2), any other information as required by the program manager; shall comply with the antidiscrimination provisions of 42 U.S.C. Sec. 2000d; and may not act as a consultant, clearing house, or intermediary that connects a scholarship student with or otherwise facilitates the student's engagement with a program or service that another entity provides." - 53F-6-409(1)

"A private program or service intending to receive scholarship funds shall: agree to not refund, rebate, or share scholarship funds with scholarship students or scholarship students' parents in any manner except remittances or refunds processed through the financial administrator to a scholarship account in accordance with this part and procedures that the program manager establishes." - 53F-6-409(3)

What Documents are Needed to Complete the UFA Scholarship Program Provider Application?

To support your application, you'll need to submit documents based on the type of services or products you provide:

- For Providers Selling Products:
 - A valid Business License, including:
 - Articles of Incorporation/Organization and/or
 - IRS document
- For Providers Offering Services:
 - A valid Business License, including:
 - Articles of Incorporation/Organization and/or
 - IRS document
 - Professional License Numbers and Documents

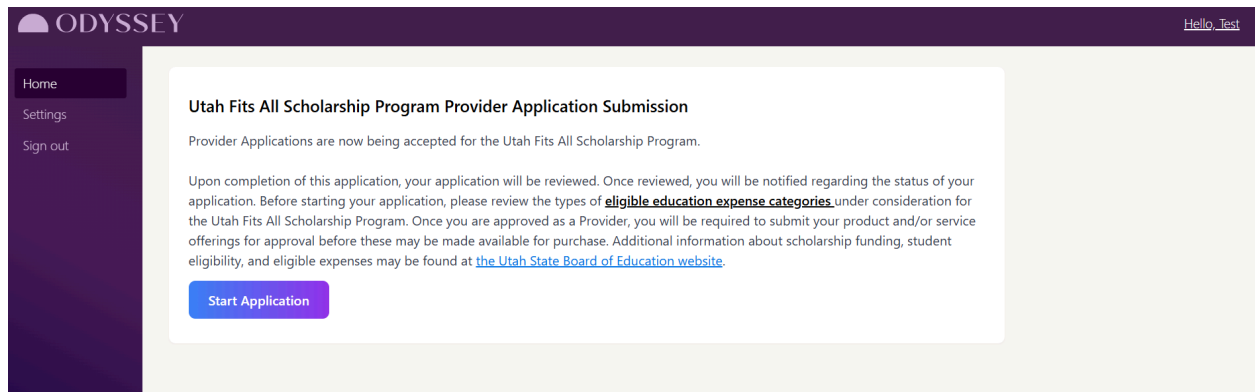
Please ensure you have these documents on hand when applying to help streamline your application process.

Register and begin your application here: <https://ufa-vendors.withodyssey.com/registration/>

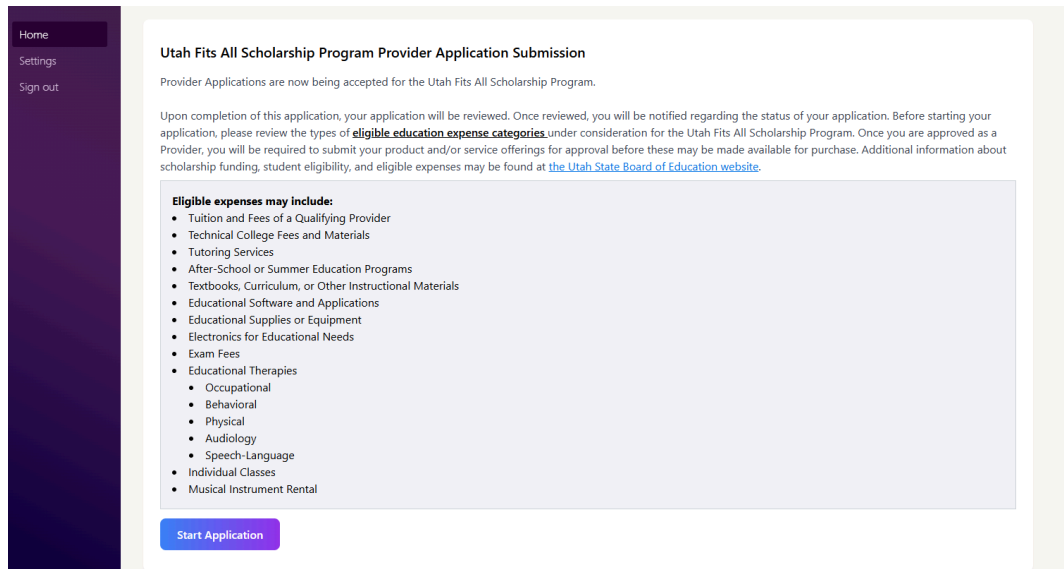
How to Complete the Utah Fits All Scholarship Program Provider Application:

Starting the application

After registering [here](#), you will be directed to your Odyssey Vendor Account homescreen.



- Hover over [eligible education expense categories] to determine if your services or products qualify. If eligible, click [Start Application].



Enter the Primary Information for you and your business

- Provide the name of your business. This will be visible to parents in the Marketplace.
- Provide the information for your primary representative. This information will only be accessible to Odyssey for communication purposes.

ODYSSEY Hello, Test

Utah Fits All Scholarship Program Provider Application

Step 1 of 2

Thank you for your interest in becoming a participating provider on Odyssey's marketplace for the Utah Fits All Scholarship program. We look forward to working with you!

Please fill out the required information below.

Legal Vendor Name <input type="text" value="Test Business of Utah"/>	DBA/Trade Name (If Applicable) <input type="text"/> <small>This information will be what is visible to parents in the Marketplace.</small>
First Name <input type="text" value="Test"/>	Last Name <input type="text" value="Vendor"/>
Email Address <input type="text" value="vendortest1@withodyssey.com"/>	Phone Number <input type="text" value="(111) 111-1111"/>
Website URL <input type="text" value="https://test.com"/>	

Provide the Organization Information

- Provide the required information for your business. This will be visible to the parents in the Marketplace

Provider Organization Information

This information will be visible to parents in the Marketplace.

Address

Address Line 1

Address Line 2

City State

Zip Code


- For the About Section, write a brief description of your business and services to attract potential customers.

Provider Description

Enter a brief description about the organization/business to customize how your business appears on the Marketplace. This information will be visible in the Marketplace.

About

This brief 2-3 sentence summary will be visible in the Marketplace for parents to see. Parents will use it to determine if they'd like to purchase from you. Please ensure it accurately represents your business and appeals to customers.



Languages Spoken

Age of target customer

- Regarding the languages spoken, you can click on the dropdown and choose all languages your business supports.

English

Spanish

French

German

Chinese

Japanese

Russian

Italian

English

Max

12

Nun

12

Next

[Save & Exit](#)

- You'll be able to do the same for the [Age of target customer] section.

Languages Spoken

English Spanish

Age of target customer

Kindergarten 1st Grade 2nd Grade 3rd Grade 4th Grade


Category (service or product) you intend to offer

Product

Describe what type of products and/or services you plan to provide.

I plan to sell iPads, computers, etc. Please be thorough with the description of what you plan to sell.

Business License


Click or drag files to this area to upload.
You can upload up to 10 files.

Acceptable documents include:
Articles of incorporation/organization
IRS document with EIN
Completed W9 form

Next

[Save & Exit](#)

- When selecting the type of provider, click on the dropdown menu to select the most accurate type for your business.

Type of Provider

Physical Goods

Public School

Private School

Charter School

Physical Goods

Online Curriculum

Educational Services

- You must do the same for the category you intend to offer.

Category (service or product) you intend to offer


Product

Product

Service

- Once you choose the most appropriate category, the form will update with the required documents specific to that type.
 - Products: Upload a Business License. Examples include: Articles of Incorporation/Organization, an IRS document with an EIN, and/or a completed W9 form.
 - Services: Upload a Business License. Examples include: Articles of Incorporation/Organization, an IRS document with an EIN, and/or a completed W9 form and any Professional License Numbers/Documents relevant to the services you provide. Additionally, you'll have to read and confirm the Attestation by clicking on the box next to it.


Business License



Click or drag files to this area to upload.
You can upload up to 10 files.

Acceptable documents include:
Articles of incorporation/organization
IRS document with EIN
Completed W9 form

Professional License Numbers/Documents



Click or drag files to this area to upload.
You can upload up to 10 files.

(for applicable services providers like therapy, tutoring, etc.)

- I affirm that all personnel with supervisory or disciplinary authority over participating students have cleared a criminal background check and fingerprinting process.

Next

[Save & Exit](#)

- Make sure to also fill out the description of the type of products or services you intend to offer.

Type of Provider

Physical Goods

Category (service or product) you intend to offer

Product

Describe what type of products and/or services you plan to provide.

I plan to sell iPads, computers, etc. Please be thorough with the descriptions of what you plan to sell.

- Once done, click [Next].

Review the Vendor Attestations

- To finalize the application, carefully read and acknowledge each vendor attestation by clicking the corresponding checkboxes. This is a required step.

Step 2 of 2

Attestation - Odyssey Marketplace Participation

Marketplace Vendor Agreement

Please review the terms of [this agreement](#).

By clicking "I Agree" below, I acknowledge that:

- I have read and understand all terms and conditions in this agreement.
- I have the authority to bind my organization to these terms.
- I agree to all terms and conditions stated within this agreement.
- This agreement will be effective as of the date I click "I Agree."
- I am entering into this agreement freely and voluntarily.

I Agree

Attestations - Program Requirements

I affirm that I am authorized to submit this application and make the representations herein on behalf of my organization.

I acknowledge that I am not a parent or guardian of a participating homeschool student.

I affirm that the information provided in this application is true and complete.


Submit your Application

- Once you've checked all attestations, electronically sign the application and click [Submit].

I affirm that I must abide by all laws, rules and requirements of the Utah Fits All program. Any violation of the laws, rules, and requirements, may result in civil and criminal penalties.

Full Name

Date

Signature 

[Save & Exit](#)

Once submitted, your application will be reviewed by our team, and you will be notified of its status.

ODYSSEY Hello, [Name]

Home
Settings
Sign out

Marketplace Application Pending Approval

Your submission has been received!

Thank you for your interest in becoming a Provider for the Utah Fits All Scholarship Program. Your application will undergo a review to ensure your business meets the requirements. Once approved, you will be notified with an invitation to provide your offerings and set up your Stripe account.

For additional questions, please review the [Provider FAQs](#).

Additional or renewed documents to share?

You may submit [here](#) for consideration.

Can a Parent Be a Provider or Work at a School Their Child Attends With the Utah Fits All Scholarship?

Short answer: Yes, however there are limits.

Homeschool Parents

If your child attends home based education and they receive a Utah Fits All scholarship:

You cannot be paid to educate your own child.

You cannot be their provider.

You can be a provider for other UFA students, just not your own child.

Private School Employees

If you work at a private school (for example, as a teacher or administrator):

Your child can attend that school using UFA funds. This is allowed under current law as long as you do not own the school.

Private School Owners

If you own a private school and your child attends that school:

The school cannot receive UFA scholarship funds.

This applies even if you are not directly teaching your child.

Examples:

Situation	Allowed?
Homeschool parent teaching their own UFA student	✗ Not allowed
Homeschool parent providing services to other UFA students	✓ Allowed
Parent working at a private school their child attends	✓ Allowed
Parent working at a private school, child attends elsewhere	✓ Allowed
Parent owns private school, and their child attends	✗ Not allowed
Parent owns private school, and child attends elsewhere	✓ Allowed

What the Law Says:

“The parent of a scholarship student may not receive scholarship funds as payment for the parent's time spent educating the parent's child.” — Utah Code § 53F-6-402(7)(d)

Who can be a Utah Fits All Scholarship provider?

To become a Utah Fits All Scholarship provider you must meet the following requirements outlined in Utah Code [§ 53F-6-409](#) of [HB 455](#).

Complete the Odyssey Provider application process:

The Provider Application for the Utah Fits All Scholarship Program launched on June 11th, 2025.

Register and begin your application here: <https://ufa-vendors.withodyssey.com/registration/>
Providers under the previous program administrator must reapply.

Providers must agree to Odyssey's terms and conditions.

Both the provider and each offering they upload will be reviewed for UFA Scholarship Program compliance

Please ensure your business aligns with the approved expenses for the Utah Fits All Program.

Provide your basic details:

Give your federal tax ID number (EIN).

List your address and contact information.

Describe the programs or services you'll offer to scholarship students.

Submit any additional information requested by the program manager.

A provider must:

Comply with Title VI of the Civil Rights Act (42 U.S.C. § 2000d), which prohibits discrimination based on race, color, or national origin in programs that receive federal funding. Learn more at <https://www.govinfo.gov/link/uscode/42/2000d>.

Provide services directly—services must be provided by the provider themselves; no middlemen.

Maintain approval status—once approved, the provider's name appears on a public list; if ownership changes, the provider must reapply and be reapproved.

Be a business with a federal employer identification number (EIN).

A provider cannot be:

A parent of a home-based scholarship student or a home school student solely in relation to the parent's child.

Any other individual that does not meet the requirements described in this section.

An individual without a federal employer identification number (EIN).

Or act as a consultant, clearing house, or intermediary that connects a scholarship student with or otherwise facilitates the student's engagement with a program or service that another entity provides.

Approved Providers in the UFA Marketplace:

If a vendor you're interested in does not appear on this list, it may be because they have not yet applied to the UFA Marketplace, they have not uploaded their offering, or they need to update their inventory or stock availability.

*This list is updated periodically, and the current version was published on **September 23rd**. For an up to date list please visit our digital [UFA Handbook](#).*

1st Day School Supplies	Alliance for Innovative Education (Alliance Learning Center)
2Sigma School Inc	Alliance Jiu Jitsu Utah LLC
3D Reading and Learning	Allison Pattion (Print-N-Go Printables)
7 Pillars Tutoring and Mentoring, LLC	Allume Custom Education
9th Muse LLC (9th Muse Academy of Art)	ALOHA MICRO ACADEMY
A B C Kid	Alpha Omega Publications
A Curiosity Box	Alpine School District
A Curriculum Company: ArgoPrep	Amazon
A Kitchen From Scratch LLC (Adapt Your Table)	American Heritage Schools, Inc. (American Heritage "Worldwide Campus")
A Leaf'd Box	American Opinion Foundation Inc (FreedomProject Academy)
A to Z for Moms Like Me	American Rhythm Folk Ensemble
Abby & Clint Music Studio	American Wellness & Rehab Clinic LLC (Bright Minds Neuro Development)
Abide Christian Academy	An Dragan Ceilteach Irish Dancers
Abundant Health League (Jenn's Holistic Solutions)	Anchored Christian Academy
Accelerate Education (Accelerate Online Academy)	Angeloey Investments LLC (Sidekick to Hero)
Activities for Learning, Inc. (RightStart™ Mathematics)	AoPS Inc. (Art of Problem Solving)
Actual Reading, LLC	Apex Gymnastics Academy
Age of Learning, Inc	Apogee Cache Valley
Aignite Inc. (Solvey.ai)	Apologia
Aimee Nicole Geddes (Breakthrough Studios)	Arete Gymnastics, LLC
Aleph Solutions, LLC (Aardvark's Horticulture Adventure)	ArithmeType LLC
Algorithm of Learning Inc (Cosmo)	Ark Institute of Exploration
Alicia Burchell (The Virtual Classroom)	Art Box Studio /Wonder Academy
Aliitasi Productions LLC	Art of Creative Expression
All Access Athletics LLC (Elite Performance Prep Academy in Washington, Utah)	Artfully Balanced LLC
AllBoss Group Corp (AllBoss Club)	Aspire Performance Academy of the Arts, Inc
Allen and Alice Stokes Nature Center	Athenian eAcademy
	Autism Community Store

Azi Consulting LLC (JoyFully Read! With Liza)
Backpack the World, LLC
Backstage Performing Arts Utah
Baketivty Learning
Baxter Dance Training
BE Education
Beakerz LLC (Beakerz Science)
Beautiful Feet Books
Beautiful Minds Learning (Beautiful Minds Academy)
Beehive Speech Therapy LLC
Best Day Ever Learning Adventures LLC (Best Day Ever Learning)
Best In Music, LLC, DBA Joyful Sound
Beyond Personal Finance
Beyond the Chalkboard Tutoring
Biblioguides, LLC.
Big Blue Swim School Cottonwood Heights
Big Blue Swim School Orem
Big Blue Swim School Saratoga Springs
Big Rock Biking
Bina school, Inc.
BJJ Ventures Inc (Gracie Barra Layton Jiu Jitsu)
BLK SPANISH FORK KARATE INC (Bobby Lawrence Karate)
Bobby Lawrence Karate - Orem
Bohnet Music Academy
BookShark
Born 2 Dance LLC (Ultimate Dance Experience)
Born Again Bookstore LLC (Wholesome Family)
Brain Hunter Prep
BrainZone LLC (KoolMinds)
Brave Books
Breaking the Barrier, Inc
Bridgeway Academy (Bridgeway Homeschool Academy)
Bright Minds Developmental Center, LLC
Bright Solutions for Dyslexia
Bright Thinker, Inc.

Britestar Christian Virtual Education and Microschools, Inc. (Britestar Christian)
Brynne Ruiz (Hummingbird Nature School)
BSE Farrier, Training and Boarding LLC (BSE Farrier)
Butterfly Trio LLC (I Create Art)
C and C Ballet Academy
Cache Valley Forest School LLC (Cache Valley Forest School)
Cache Valley Martial Arts and Fitness
Calvert Education (Calvert Homeschool)
Canyons School District
Carrack International
Carry On Foundation (Carry On)
Chalk Dust Productions, Inc. (Cool Math Guy)
Champions Wrestling Club
Charlotte High (Cozy Crafter Crates)
Chelsea Woodruff Education
Cherished LLC. (Cherish Ed Dyslexia & Learning Clinic)
Chicken Scratch LLC (Chicken Scratch Books)
Children's Christian School
Chou Publications (ABC See, Hear, Do)
Circuitmess, Inc. (CircuitMess)
Clap for Classics! LLC
Class Creations
Classical School Solutions
Click On Learning
Clint's Reptile Outreach LLC (Clint's Reptile Academy)
Club Clog LLC
CodaKid LLC
Code N Bots (Code N Bots®)
Codie, LLC (Codie Blocks)
Common Core Kingdom, LLC (MagiCore Academy)
Communication Station Speech Therapy, PLLC (Communication Station Speech Therapy)
Compass Classroom
Compass Virtual Academy, LLC
Compuhigh, LLC (Whitmore)

CONNECTED CO-OP (ConnectED Co-op)
Contact Climbing (Contact Climbing Gym)
Cooper & Kid, LLC
Coralie Harless
CPFA School (Center for Personalized Family Academics)
Craft Tech
Creative Emajinations
Creative Loft Art and Sewing School, LLC
Crimson Global Academy USA LLC (American Infinite Academy)
CRJ Publishing (Illumination Learning)
CSNow Inc (Create & Learn)
CT Ranch LLC
Cumberledge Academy L.L.C.
Curriculum Express
Daryl Thompson Music
Dash Into Reading LLC (Dash Into Learning!)
Daybreak School of Music, LLC
Daylight Computer Company
DAYSPRING FAMILY SCHOOL
Decoding Reading
Demme Learning
Derington LLC (Premier Ballroom & Dance Academy)
Discover!
DISTINCTIVE ENTERPRISES LLC (Distinctive Music Studios)
Donnelly Academy Educational Needs
Double Diamond Hill Ranch
Down To Earth Outdoor Learning Foundation (Down To Earth Nature School)
Dreamers Wish Foundation
Drew's Art Box
Drop Dead Studios (Curiosity Chronicles)
Dual Enrollment Choice LLC
Dynamic Equestrian LLC
Dyslexia Center of Utah - New Heights, Inc.
Dyslexia Solutions
EA Concepts LLC (Educational Advantage)
Easy Grammar Systems Inc.
Easy Peasy Science
eat2explore, Inc

Education Mega Store
Elephango
Elephant Learning LLC
Elevated Charter School
Elise's Create Classes LLC
Elite Academy West LLC (Elite Performance Prep Academy West Valley City, UT)
Elite Math Centers LLC (Mathnasium of South Ogden)
ELITE PERFORMANCE PREP ACADEMY - EAGLE MOUNTAIN UT
Elite Sports Academy, LLC (Elite Performance Prep Academy Lehi, UT)
Ello Technology, Inc.(Ello)
Endless Mountain Learning Center, INC (Knowledge Crates)
Enkindle Academy LLC
Ensign Point Inc (Children's Art Classes)
Epiphany Curriculum, LLC (Beyond the Page)
ESPL BY MISS MARY LLC
Everybody Learn LLC (Everybody Math)
Excalibur Solutions, Inc.
Excel Education Systems, Inc. (Northgate Academy)
Excel Education Systems, Inc. (Excel High School)
Excelsior Classes LLC
Expedition Spanish
Fabulingua Inc.
Family Focused Tutors LLC
Family Home Foundation (Learning is Amazing!)
Family Learning Company
Family Literacy Centers, Inc
Family's Rock International LLC (JoyFully Read!™)
Faris Education, LLC
Feppy
Film School 4 Teens LLC
Financial HEIRs International
Fisher Family Farm (The Farm)
Flipside Tumbling, Inc
Friends of Center Stage Youth Performers

From Jennifer
Full Circle Creative Arts
Future Zoologist Academy
Garden Grove Schoolhouse
gardner martial arts
GBNSL Inc (Gracie Barra North Salt Lake)
Ge Success 101, LLC (Get Success 101)
Generation Genius
GeoKidz
Gifted Music School
Gimnasio LLC
Glenn J Kimber Online Academy (Glenn J
Kimber Online Academy (GJKOA))
Global Sprouts, INC
Goally Inc
Golf Institute of America, LLC (The Golf
Institute of America)
GR Tutor
Grace and Truth Academy
Gracie Jiu Jitsu Clinton
Gravitas Publications Inc.
Great Hearts America (Great Hearts Online)
Greenways Academy
Grow Local LLC (Aquatree)
Grow Outside Nature Play, LLC
Growing Words LLC
Gryffin Learning Center
GT Dance School, LLC (The Homeschool
Dance Academy)
Guardians of Educational Truth
Guide Dots LLC
HALE CENTER FOUNDATION FOR THE
ARTS AND EDUCATION (The Ruth
Academy)
Hands 4 Building
HARBOR AND SPROUT
Harmony Music Therapy
Harness Your Power
Hatching Curiosity LLC
Heidi Lathrem (Harvest Heritage Academy)
Hero HQ LLC
HeyKiddo, LLC
High-Impact Education, LLC (36 University)
His Vessel Educational Services

Historical Conquest LLC
History Unboxed, LLC
HL Swim Club II (Goldfish Swim School)
Hobbs Science Tutorial LLC (Serious About
Science)
Hoffman Academy
Hola Amigo, LLC
Home Training Tools, Ltd. (Home Science
Tools)
Homegrown Learners, LLC (SQUILT Music
Appreciation)
Homeschool Complete
Homeschool Languages
Honest History Co.
Hopped Up History Education LLC
Horseshoe Mountain Village School
I'm The Chef Too! LLC
ibrick inc.
iCreate Collaborative
IEProgram (The Independent Education
Program)
Ignite Learning
Illuminated Enterprises LLC (Aspire
Mountain Academy)
Impact Learners
Infinite Learning Academy. Inc.
Inkwell Education Services Unlimited (Write
from the Heart)
Innovative Learning Press
Intensity Dance Team LLC
International Martial Arts Academy
Intoxicated on Life, LLC (Journey
Homeschool Academy)
Invested Youth
Iron County School District
ISingapore Math LLC (E-Singapore Math)
Island Style Dance Studio & Performing
Company (Island Style Dance Studio)
Itemworks, Inc. (Picto Kits)
iVibeAlive Studio LLC (The HeART
Collective @ iVibeAlive Studio)
Ivy Kids LLC
Jackie's Classroom Tutoring and Test Prep
Jagged Exterior (Ed-cation Jagged Exterior)

James Ferrell Foundation (Ascend)
Jamo Learning LLC (Foundation in Sounds™)
Jennifer Boster
Jenny Downs (Jenny's Cello Studio)
Jeon's World Martial Arts
Journey Martial Arts Utah LLC
Joyful Sound, DBA Lily Hight
June Campbell (Campbell Academy Online)
Just Right Reader, Inc.
Just Tap Studio
JUSTSYSTEMS AMERICA, INC. (Smile Zemi)
K & M Management & Consulting (Mathnasium of Herriman)
Kane County School District (Kane School District)
Kayla Oaks Speech and Language Services
Keaton Brock (Up With Kids)
Ken's Gymnastics, LLC (Ken's Gym)
KeyNotes Music
Kindest Generation LLC (The Giving Classroom)
Kindred Creative Inc
Kitchen Stewardship, LLC (Kids Cook Real Food)
Kiwi Kids Inc
KiwiCo, Inc/ (KiwiCo Education)
KT Math Tutoring Inc.
Kulander Enterprises LLC (Huntington Learning Center of Kaysville)
Kyle Woodruff Studios
Kyu Shin Ryu Karate LLC.
Lakeshore Learning Materials, LLC (Lakeshore)
LaTulippe Enterprises LLC (Blue Manor Academy)
Laura Strobell (Strobell Studio)
Laurelwood Books/Laurelwood Publications
Laurena Townsend (Write by Number)
Laurie Catherine Decker
Learn Beyond The Book, LLC
Learn How to Sign LLC
Learn Libre LLC

Learning Brave LLC
Legacy Dance Studio
Legacy Performing Arts Academy
Lemons-Aid Learning
Letterjoy Ventures LLC
LevelUps LLC
LGS Services Inc. (Brain Sprints)
Life Skills Karate
Lighthouse School
Lily and Thistle (Art Makes Me Smart)
Linda Harrington
Lindsey's Book Nook with PaperPie
Link Education League
Lions Martial Arts Federation
Little Beakers (Little Beakers - Orem)
Little Beakers (Little Beakers - Sandy)
LIVE Online Math
Logan Music Academy
London Studios Inc
Lotus & Ivy LLC
Louisa Walker Piano Studio
Lovevery, Inc
Luminous Minds Official, Inc.
Lunar Academy (Lunar Academy in South Ogden)
Lunar Academy (Lunar Academy in South Sandy)
Lynn Education LLC
Lyrics2Learn LLC
MacLife - Apple Premier Partner
Madeline Tolley Cello Studio
Mainly Montessori
Mama Llama Linguist, LLC (Llamitas Spanish)
Maraly Frandsen (Lighthouse Montessori)
Marilyn Dodson
Math-Center.Org LLC
MathLab LLC (LearningLab)
Mathnasium Cottonwood Heights
Mathnasium of Bountiful
Mathnasium of Clinton
Mathnasium of Draper
Mathnasium of Farmington
Mathnasium of Layton

Mathnasium of Logan
Mathnasium of Orem
Mathnasium of Saratoga Springs
Mathnasium of Spanish Fork
Mathnasium of St. George
Mathnasium Sugar House
Mathnasium of West Jordan
MathOnline Inc. (CTCMath)
May Nineteen Inc (Premier Martial Arts in West Valley City)
Megan Burns (Burns Bright Tutoring)
Meghan McCall Sadan (Voice 360)
MEL Science US LLC (MEL Science)
Melissa Mayberry (Uintah Ballet Academy)
Mi Re Do Music Studio, LLC
Miaplaza, Inc.
Michael Roller (Dragon Movement Martial Arts)
Michelle Carbee (Paradigm Shift Tutoring)
Michelle Tew Piano Studio
Microschool America
Middle Hill Speech & Voice Clinic
Mikeosoft (Bumblebee Parlor)
Milestone Ministries, LLC
Millennial Music (Millennial® Choirs & Orchestras)
Miss Meagan Math Tutoring LLC
Miss Paige Music, LLC
Mission Discovery School (Life Mission School)
Misteen English (Misteen's Academy of Music)
MLStrings LLC
Moab Music Lessons
Mojo Learning Inc.
Momentum Gymnastics UC LLC
Momentum Indoor Climbing
Monkimun Inc. (Lingokids)
Moscato Enterprises LLC (One Third Stories)
Mount Liberty College Corporation
MOUNTAIN GREEN DANCE COMPANY LLC
Mountain Valley School
Mountain West Reading Specialists
Moving Mountains Speech Therapy
Mr. D Math USA
MRS WORDSMITH USA LLC
Multisensory Reading Center
Music Academy of Utah LLC
Music Motivation
MUSIC WITH DIANE LLC
MusicIQ LLC
My Fun Homeschool LLC (MyFunScience)
My ZOO Box
MYTEK LAB
NACD LLC (The National Association for Child Development (NACD))
National Autism Resources, LLC
Nebo School District
Neuralign USA LLC
New Leaf Publishing Group LLC (Master Books)
New Lesson Plan
Next Level Fitness and Performance
Nicole the Math Lady, LLC
Nielsen Piano Studio
Nomadic Courses LLC (Nomadic Professor)
North Farm Enterprises, LLC (Northridge Academy)
Northside Tutoring
Northwest Martial Arts, Inc.
Notelife
Notgrass Company (Notgrass History)
NovedCo LLC (The Sensory Site)
O'Rourke Bros, Inc. (O'Rourke Sales Company)
Oasis Group, LLC (The Autism Oasis)
OG Reading Tutor
OMEGA MARTIAL ARTS
One on One Learning, Corp.
Onfire Learning
Online Scribblers
OptimaEd LLC (Optima Academy Online)
Opus Christian Academy
OTC Direct Inc, DBA Oriental Trading Company Inc (Oriental Trading)
Our Journey Westward, LLC

Outschool, Inc.
Outside Of The Box Creation LLC
Outside the Box Education (The Mindful Heart)
Painting to Gogh
Pam Barnhill Media, LLC (Homeschool Better Together)
Paradigm Charter Schools
ParentingEQ
Park Tang Soo Do LLC (Park Martial Arts)
PB & J Everyday, LLC (PB&J Everyday Reading)
Peak Perry LLC (Peak Kids)
Petit Ballet Academy LLC
Piano Marvel LLC
Piano Prep Academy
Pilot Proficiency Center LLC (Let's Fly VR)
Pinnacles Rising LLC
Pioneer Online Academy (Pioneer Academy Online)
Positive Action for Christ, Inc.
Poulson Performance Horses LLC
Power Teaching LLC - The Piano University
Premier Martial Arts – Pleasant Grove and Riverton
Prevail Wellness Academy LLC (Be Whole Do Good)
Prickly Pear Pediatric Therapy
PRIDE Publishing LLC (PRIDE Reading Program)
Prism Labs LLC (Prism)
Prodigy Education (U.S.) Inc. (Prodigy)
Provo Creators Club (The Artful Nest)
PurposelyCrafted.co, Inc
Quality Business
Queen of All Saints Chapel
Quirk Ed LLC (Qualified Unique Inclusive Responsive Kind Education)
Rage Athletics
Rainbow Resource Center, Inc.
Raising The Next Gen LLC (Futurepreneur)
Raz Coaching Services (Coaching Academics)
Read-A-Rific, LLC

Reading Is Elementary LLC (Literacy Playground)
Reading Lab and Dyslexia Center
Reading with Mrs Triggs
Red Peak Gym
Red Rock Hockey League
Red Rock Pediatric Therapies
Resilience Individual & Family Counseling
ReTeach Math Tutoring, LLC
RexTech LLC
RhythmX Dance Lab LLC
RISE UNLIMITED MAPLE MOUNTAIN MARTIAL ARTS (Rise Martial Arts - Spanish Fork Location)
Rising Stars Foundation Inc (ShillerLearning)
RMPC Incorporated
Rock Academy of Elite Performance (Elite Performance Prep Academy- Layton, UT)
Round Valley Learning Academy
Sagebrush Academy
Salt Lake City Fencing Academy (Salt City Swords Fencing Club)
Sarah Harmeling (Homeschool Art Box)
SBTSS LLC (Equine Institute)
Scaffolded Math and Science
Scale Me
Scales & Tails Utah, Inc
Scholar Within, Inc.
Schoolhouse Discoveries
Schoolio Learning Corp (Schoolio)
Science for Jesus, LLC (Jeannie Fulbright Press)
Science Mom LLC
Science With Laura
Seeds to Cedars LLC (Seeds to Cedars Academy)
Sego Lily Children's Garden
Sentinel Scholars Mentored Education
Sewing Society LLC
Sharpened Stylus
Shelly Eades
Sherwood Kids LLC (Sherwood)
Shooters Soccer Club

Sign Language 101
Silver Bear Swim School - Utah
SIM Ventures, LLC (Simply Coding)
Simper Keys LLC (Presto)
Simply Lettered Studio
Sing the Sounds Literacy LLC
Singapore Math Inc
SkillSprouts OT, LLC
Skyline Music Studio LLC
SkyRiver Outdoor Schools
SLC Marketing Inc. (4-Hour Science)
Small Seeds Corporation Inc.
Smart Music Practice
Smart Steps to Reading
Smarter By 1 Degree, LLC
SmartHead Co. LLC (SmartHead Co.™)
SmokinRose Ranch
Snake River Strings Co. LLC
So Much Sew, LLC (Salt City Sewing Studio)
Sonlight
Sophora Services LLC
Soul Sparklettes Art, LLC
South Sanpete School District
Special Education Resource LLC (SpecialEdResource.com)
Speth LLC (Little House Farm Nature School)
Splendor Productions, LLC (Music Duo Academy)
Spratronics LLC (Spratronics Learning Lab)
Sproutling School
St. George Children's Museum
Stacey Giatras Music Studio
Stage Dynamics
Starfish Social Club, LLC
Stem & Branches Inc. (A' La Carte)
STEMfinity, LLC
Stone Bridges Academy
Stoneybrook Community School
Story Finders Books
Storybutton Inc
Storytellers Studio, LLC.

Straight Up Dance Academy
Strides Pediatric Therapy, Inc.
Strike Services (Strike School)
Studio 48 llc
Studio Kids Productions
Studio Sprout LLC
Stunning Dance Studio
Subscription Box Kids LLC
Summit Christian Academy
Sunflower Lane Educational Services, LLC
Super Highway Technologies Inc (SuperHiTech)
Supercharged Science and Math
Superior Tri Sports LLC
Sure Foundation Reading
Surge Unlimited Inc. (Surge Academy)
SwimKids
Sylvan Learning Center of Riverton
Sylvan of Layton
T Is For Tot
Tabor's Drum Lessons
TalkBox.Mom, Inc.
Tappity, Inc.]
Taylor Thomas Coaching, LLC
TDS The Danz Studio
Teach Me Truth
Teaching It Right
Teaching Textbooks
Tech Tails
Tenacity Martial Arts
Tenacity Tutoring
The Animation Course, LLC
The Artful Musician Music School
The Discovering Mind Foundation - Discovery Academy
The Fidget Game LTD Company
The Good and the Beautiful
The Homeschool Well, LLC
The Homestead Education
The Honey Company LLC
The Kinder Coop LLC
The Landmark Kids
The Laughing Tree Company (A Childs Dream)

The Mighty Microgreen
The Ogburn School, Inc
The Pearl Remote Democratic High School
The Piano Place LLC
The Reading Fairy
The Story Nook, LLC (Story Seekers)
The Svenson Group, Inc.(The Happy Hollisters)
The Treehouse Agile Learning Community, LLC
The Write Journey LLC
Thimble and Spool Sewing
Tia Stout Studios LLC
Timberdoodle Co.
Timpanogos Tutoring
Tobin Family Karate (Tobins Elite Martial Arts)
Tonies US, Inc.
Truth North Learning
Tutor Sphere Academia LLC
Tutoring with Ms. McKenzie
U-Tech Prep
U.S. Toy Company, Inc (Constructive Playthings)
Unlock Math, LLC
Unlocking Potential Educational Services, LLC
Up With Kids
Up With Kids - Miss Meisha
Up With Kids - Nikki Cross
Upbeat Performing Arts
UPI Study Inc
Upper Story LLC
Utah Collective LLC (Collective Academy)
Utah Creative Dance Foundation (South Valley Creative Dance)
Utah Online School K-12
Utah Speech Success
Utah STEM and Arts Academy LLC
Utah Valley Youth Symphony Orchestra
Valley Ed Supply
Valley Marigold Microschool LLC
Varsity Tutors for Schools LLC
Venture Studios, llc (Vocal Arts Academy)

Veritas Press
Vernal Making Music
VictoryVR (VictoryXR)
Violin Practice Partner (Violin for Kids)
Virtual Education for Reading, Spelling, and Expression LLC (VERSE)
Vision Reading Academy LLC
Viva Phonics, LLC
Vkidz (Time4Learning)
Vocal Connection LLC, The
Volz Method Piano Lessons
Wandering Willows Nature School
Warrior Meets Scholar Martialist Training
Warwick Endeavors (The Adventure Letters)
Wasatch County School District
Wasatch Nature School Foundation
Waseca Biomes
Washington County School District
WaspFit (Elite Performance Prep Academy nephi, UTAH)
We Craft Box
Well Trained Mind Academy, Inc.
Well-educated Heart Academy
Wellspring Inspired Learning, LLC
WestWind Karate
White House Academy
Wholesome Therapy
Wild Learning
Wild Red Clover Ranch and Fiber Mill (Wild Red Clover Ranch and Studio)
Williamsburg Academy
WiloStar3D LLC (WiloStar3D Academy)
Winter Family Brands (Oh Hobbies)
Wonder Crate LLC
Wonder Tutorial
WriteAtHome, Inc.
Writer Wellness Workshop (My WriteDay)
Yeskor
Yoto, Inc.
Young Gates
Young Music, LLC (Prodigies)
YWAM Publishing
Zeezok Publishing LLC
Zion's Youth Choir and Orchestra

Additional Information

Changing Password:

Resetting Your Password When You Can't Get Into Your Account

If you are unable to log into your account because you forgot your password please follow these steps:

1. Go to the Sign In Page of your Odyssey Account
2. Click where it says, **[Forgot your Password?]**
3. Enter the email address in the field that appears, and click **[Reset password]**. Please be sure to enter the email address you used to register.
4. In a few minutes, you should receive an email with a password reset link. Be sure to check your spam and junk folder.

If you experience any issues with not receiving the password reset link, please reach out to our support team at help.ut@withodyssey.com, and we will be happy to assist further.

Resetting Your Password When You Have Access To Your Account

1. When logged into your Odyssey Account, click on **[Settings]** or **[Profile]**.
2. Enter your desired password in the **[New Password]** field.
3. Click **[Save]** or **[Update]** to confirm your new password

FAQ Portal:

For answers to Frequently Asked Questions, please feel free to visit our Customer Support Portal. There, you'll be able to find questions tailored to UFA schools, parents, and service providers. You'll also be able to find general questions regarding our platform in the Odyssey FAQ Sections.

Odyssey UFA Handbook Page:

<https://support.withodyssey.com/hc/en-us/categories/36775387584539-Utah-Fits-All-UFA-Handbook>

Contact Odyssey:

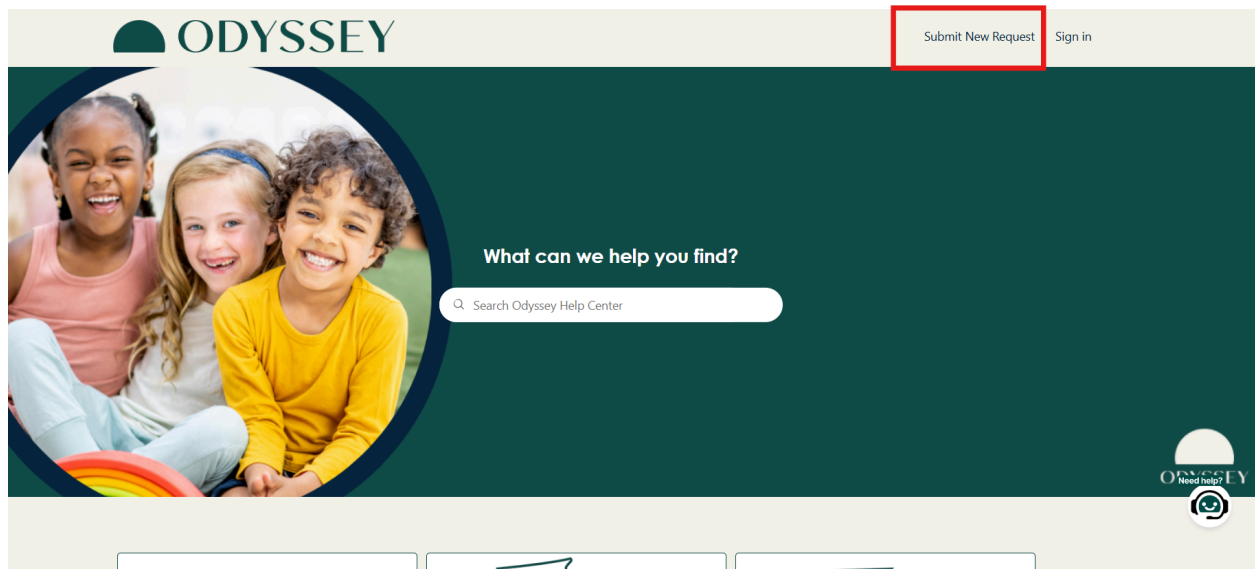
Our customer service hours are as follows:

- Eastern Time (ET): 10am to 10pm, Monday through Friday, and 12pm to 6pm on the weekends.
- Central Time (CT): 9am to 9pm, Monday through Friday, and 11am to 5pm on the weekends.
- Mountain Time (MT): 8am to 8pm, Monday through Friday, and 10am to 4pm on the weekends.

There are various ways to contact our Support Team:

Form Submission

Submit a Support Request through our [Customer Support Portal](#). By doing so, you'll have a record of your request and will be able to see the status of your request when you log in to our Support Portal.



Search

Submit a request

Please choose your State Program below

Utah Programs

Your email address

Utah Program

-

Please select the program that you are contacting us about

Type of Customer

-

What is your role?



Full Name (optional)

Phone Number (optional)

Subject

Description

Paragraph B I [media icons] [list icons] [undo redo icons]

Additional comments or clarifications can be listed here. If nothing please list N/A.

Attachments (optional)

Add file or drop files here



Submit

My requests

My requests Requests I'm CC'd on

Search requests

Status: Any

Subject	Id	Created	Last activity	Status
Test Email	#354407	1 minute ago	1 minute ago	Open

Email


Send us an email with your request or question at help.ut@withodyssey.com.

Phone

- Call us at 385-462-1338
 - Schedule a callback with a specialized team member
1. Go to [Schedule Your School Callback](#)
 2. Select a date and time that best works for you.


The screenshot shows a web interface for scheduling a callback. At the top, the Odyssey logo is displayed. Below it is a headset icon and the text "School Support Team". The main heading is "Call with an Odyssey School Specialist". A clock icon indicates a 15-minute duration. A paragraph of text asks the user to use their login email and include their ticket number. Below this is a "SHOW MORE" link. The bottom section is titled "Select a Date & Time" and features a calendar for April 2025. The date "Tuesday, April 8" is selected. To the right of the calendar are three time slots: "5:45pm", "6:00pm", and "6:15pm".

ODYSSEY



School Support Team

Call with an Odyssey School Specialist

 15 min

Please be sure to use the email you use to log in to your account. Also, please include your ticket number so we can be ready for our call.

The goal of the phone call is gather information
[View more details about this call type.](#)

SHOW MORE

Select a Date & Time

< April 2025 > Tuesday, April 8

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26

5:45pm

6:00pm

6:15pm

3. Once you select your time, click **[Next]**.

The screenshot displays a date and time selection interface. On the left, a calendar for April 2025 is shown with the 8th of the month selected. To the right, a list of times is presented in a vertical stack. The times are 5:45pm, 6:00pm, 6:15pm, 6:30pm, and 6:45pm. The 6:15pm option is highlighted in a dark grey box, and the 'Next' button is highlighted in a dark green box. The date 'Tuesday, April 8' is displayed above the time selection area.

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Tuesday, April 8

5:45pm

6:00pm

6:15pm

Next

6:30pm

6:45pm

4. Fill out the required information and click [Schedule Event].

Enter Details

First Name * Last Name *

Email *

[Add Guests](#)

What state are you contacting us about? *

What number should we call? *

What is your ticket number? (failure to provide will result in cancellation) *

Please share anything that will help prepare for our meeting. *

Send text messages to

By entering your phone number, you consent to receive messages for this event via SMS. Message and data rates may apply. Reply STOP to opt out.

By proceeding, you confirm that you have read and agree to [Calendly's Terms of Use and Privacy Notice](#).

[Schedule Event](#)

5. Wait for our team to contact you with answers to your question or concern.

Please note that you must:

- Use the same email you use to log in to your account.
- Include your ticket number so we can be prepared for our call. If you do not have a ticket number, please [Submit a Request](#) prior to booking your callback time.

Chat

Use the chatbot feature found on the lower right side of the Odyssey Support Portal. The bot will be able to provide responses to your questions 24/7. If needed, it will transfer you to a Support Agent for additional support.

<p>Utah Fits All (UFA) - Student Application Information</p> <p>What Documents or Information Do I Need For My Application?</p> <p>Are Public School Students Eligible for the UFA Scholarship Program?</p> <p>What Happens if My Child Returns to Public School?</p> <p>Do I Need to Reapply for UFA Every Year?</p> <p>What Happens If I Exit UFA During The School Year?</p> <p>Utah: Who Can Apply July 31</p> <p>See all 13 articles</p>	<p>Utah Fits All (UFA) - Funds & Uses</p> <p>Do My Remaining Funds Roll Over?</p> <p>Can I Use UFA Funds for Residential Treatment Facilities Licensed by the State?</p> <p>Are UFA Funds Taxable?</p> <p>UFA Purchasing Guidelines & Reimbursement Policy</p> <p>When Will I See Funds In My Odyssey Wallet?</p> <p>UFA Annual Scholarship Amounts</p> <p>See all 13 articles</p>
<p>Utah Fits All (UFA) - Providers</p> <p>Price Caps/Purchase Restrictions of Eligible Expenses for the Utah Fits All Scholarship Program</p> <p>Utah Fits All Providers: Parent Co-ops</p>	<p>Utah Fits All (UFA) - Private Schools</p> <p>Approved UFA Schools</p> <p>UFA Approved Private School Policy</p> <p>See My Own Student's Utah Fits All School Restrictions</p>

