*For DPP Scholarship Participating Providers*

**There is an additional section on the pre-populated monthly attendance sheet that must be completed for all students who are receiving a DPP Scholarship.** This section will be reviewed monthly to verify each student’s continued eligibility for the program.

There are two columns in the **“DPP Scholarship”** section – one indicating each student’s DPP Scholarship status; and one where you will verify that a student did not receive any other public tuition support for that attendance month.

**In the first column in this section (column K)**, **“DPP Scholarship Participant,”** you will see the following statuses pre-populated:

* ***No*** – these students are ineligible for DPP Scholarship, which could be due to the family’s income level, receiving other public tuition support (i.e. CCCAP, CPP, etc.), or not having a negative “gap” after accounting for pre-existing DPP Tuition Credit and the family’s expected monthly contribution for tuition.
* ***Pending*** – these students are potentially eligible for DPP Scholarship, but we are either waiting on confirmation of information from you (i.e. tuition rate or if they receive other public tuition support) or a signed parent agreement. *Please follow up with the Program Coordinator, Paige Morandi at* [*pmorandi@metrixiq.com*](mailto:pmorandi@metrixiq.com) *if you are unsure why a student is pending.*
* ***Yes*** – these students are confirmed eligible and enrolled in DPP Scholarship for this month!

**The second column in the section (column L), “Received Other Tuition Support?,” must be completed for all students who are enrolled in DPP Scholarship (e.g., “Yes” in the first column K).** For this column, please input “Yes” if a student did receive any other public tuition support for that attendance month (i.e. CCCAP, CPP, Mill Levy, Head Start, etc.) and input “No” if a student did not receive any other public tuition support for that attendance month. Please note that in order to be eligible for a DPP Scholarship, a student may not be receiving any other public tuition support funds aside from DPP.