

After you send your Award Notification Letter to school, please allow 2-3 business days for school personnel to enroll you in the school's scholarship portal. Once that is completed, then you must confirm your Enrollment Request.

Confirm Your Enrollment Request

1. As soon as you've received an Award ID#, Step Up for Students will notify you to **review the Enrollment Request**.
2. [LOGIN to EMA, your scholarship portal!](#)
3. Select "**CONFIRM ENROLLMENT.**" **IGNORE the total "Amount Due to the School."**

PLEASE READ: Step Up for Students Frequently Asked Questions

My child's Step Up award does not cover the "Amount Due to School" listed on my Enrollment notification. Am I responsible for paying the balance to the school?

No, you are not responsible for the full amount listed as the "Amount Due to School".
A Guardian Catholic Tuition Scholarship will be applied to cover the difference between your child's SUFS award and Guardian's tuition charge of \$8400.

What other fees am I responsible to pay?

Parents pay the \$200 family registration fee and the \$400 book fee.

If you have any questions, please contact Mrs. Hice at 904-765-6522 or email jhice@guardiancatholic.com