USING AN EMPOWERMENT SCHOLARSHIP ACCOUNT (ESA) TO PAY TUITION AT HEART CRY CHRISTIAN ACADEMY

APPLY FOR ESA ONLINE

AZED.GOV/ESA

You'll need a copy of...

- the student's birth certificate
- your government issued ID (Ex. driver's license)
- proof of residency (Ex. utility bill - PLEASE NOTE: Be sure the name on the utility bill matches the name on the application

ACCESS FUNDS FROM CLASSWALLET

After your application is approved and you sign the ESA contract, ADE (Az Dept. of Education) will create a ClassWallet account for you. ADE will email you when your ClassWallet is funded. Remember to let our financial office know that you are under contract with ESA.

Log in to the ESA Parent Portal (esa.azed.gov) and navigate to **ClassWallet. Scroll down to Pay Vendor and select PAY.**

1 SELECT VENDOR

Search for and select "Heart Cry Christian Academy."

2 UPLOAD DOCUMENTS

Download the invoice provided to you from FACTS Management and upload it here. Be sure the invoice shows the name of the school, due date, name of the student, and individual amount owed per student.

3 MANAGE EXPENSES

ClassWallet will scan the invoice and automatically extract data from the invoice to input here. Add username (student's name). Review Direct Pay Details and make any necessary modifications. Select applicable Expense Category for each line item using "Tuition, textbooks, or fees at a qualified school."

4 SELECT PURSE

Select the purse "**Arizona - ESA.**"

5 REVIEW AND SUBMIT

Complete your payment by reviewing all of the details and submitting the order.

PLEASE NOTE

ClassWallet will asses a 2% service fee which will automatically be deducted from the amount submitted. The adjusted amount will be sent to HCCA and applied to your account. Parents will need to pay the remaining balance owed to HCCA out-of-pocket through your FACTS family portal.

QUESTIONS?

CLASSWALLET SUPPORT:
1-877-969-5536
help@classwallet.com

ESA SUPPORT:
602-364-1969
ESACallCenter@azed.gov

HCCA FINANCIALSUPPORT:
480-646-8517
marie@heartcrychurch.com