Version as of: 10/08/2026

GEORGIA PROMISE SCHOLARSHIP

ACCESS. ACHIEVE. SUCCEED.

Georgia Promise Scholarship Program

Service Provider / Vendor Handbook

Introduction

Introduction

This guide has been assembled to support eligible service providers and vendors through the implementation of the Georgia Promise Scholarship, the state's new education savings account program administered by the Georgia Education Savings Authority (GESA).

Signed into law in 2024 through Senate Bill 233, the Georgia Promise Scholarship will empower families to pursue exceptional educational programs. In addition to funding tuition at participating private schools, the **Georgia Promise Scholarship will allow eligible families to use funds for eligible tutoring, therapy, and instructional services with accredited community colleges / post-secondary institutions and online program providers.** Additional product types will also be eligible, such as curriculum, supplemental materials, and certain technology items. All expenses will require final approval from GESA. This handbook will provide more information regarding service provider/vendor eligibility and timeline. For more program information, including student eligibility, please reference, ***MyGeorgiaPromise.org***.

Thank you for your interest and support of the Georgia Promise Scholarship Program.

What is the Georgia Education Savings Authority (GESA)?

GESA was created as part of SB 233 to administer the Promise Scholarship. GESA is a companion entity to the Georgia Student Finance Commission (GSFC), which runs the HOPE / Zell Miller scholarships, ACE grant program, and various loan programs, among others.

Contact the Georgia Education Savings Authority

Questions? Please contact the Georgia Education Savings Authority:

GEORGIA PROMISE SCHOLARSHIP
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Website
MyGeorgiaPromise.org

Phone
470-470-7057

Email
help@mygeorgiapromise.org

Service Provider/Vendor Eligibility (1/2)

Service Provider Eligibility

To participate in the Georgia Promise Scholarship Program, service providers must meet certain eligibility requirements, depending on their expense type:

Tutors

Eligible expenses*

- Tutoring services

Requirements

- Educator certified by the Georgia Professional Standards Commission (PSC)

Required information/documentation for all tutors

- PSC Certification ID
- PSC field code (subject(s) and grade(s) certified for)
- Active PSC certificate
- Proof of business license (mandatory for businesses; optional for individuals)

Therapists and physicians

Eligible expenses*

- Occupational, behavioral, physical, or speech-language therapies

Requirements

- Physician or therapist licensed pursuant to Chapter 10A, 28, 33, 34, or 44 of Title 43 of the Official Code of Georgia

Required information/documentation for all therapists/physicians

- Proof of relevant licensure in Georgia (for above listed chapters)
- Therapy type/title
- Proof of business license (optional for individuals; mandatory for businesses)

* All expenses must be approved by GESA for inclusion on the program marketplace; more information regarding the process for verifying the eligibility of expenses may be found on page 5

Service Provider/Vendor Eligibility (2/2)

Service Provider Eligibility

To participate in the Georgia Promise Scholarship Program, service providers and vendors must meet certain eligibility requirements, depending on their expense type:

Post-secondary institutions / community colleges

Eligible expenses*

- Tuition, fees, and required textbooks for eligible core courses and eligible CTAE courses (per Code Section 20-2-161.3)

Requirements

- Georgia-based community college or post-secondary institution
- Accreditation by an institution on the DOE Database of Accredited Postsecondary Institutions and Programs, including:
  - Southern Association of Colleges and Schools Commission on Colleges
  - Accrediting Commission of Career Schools and Colleges Council on Occupational Education

Needed information/documentation

- Proof of accreditation (by an agency included above)

Online learning programs / courses

Eligible expenses*

- Tuition, fees, and required textbooks for eligible online core courses and eligible CTAE courses

Requirements

- Online learning program or course provider
- Accreditation by one of the following:
  - Any institution approved for accrediting private schools or community colleges / post-secondary institutions
  - Distance Education Accrediting Commission (DEAC)
  - A state-sanctioned accrediting agency for online programs

Needed information/documentation

- Proof of accreditation (by an agency included above)

* All expenses must be approved by GESA for inclusion on the program marketplace; more information regarding the process for verifying the eligibility of expenses may be found on page 5

Eligible Expense Types
(for approved service providers and vendors)

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Eligible Expenses

- Product/service offerings from an approved service provider/vendor must be pre-approved by GESA prior to their inclusion on the program marketplace
- Eligible educational offerings **must** be classified under an approved expense category (see table below)
- Offerings may be subject to additional, specific category-level requirements/restrictions (for example, textbooks should align to a core educational subject)
- More specific requirements/restrictions are available on the Eligible Expense List at ***MyGeorgiaPromise.org***

Tuition	Educational Products		Electronics	Services	Online Based Media
Private school tuition and fees	Books	Subscription*	Calculators	Class Fees	Educational Applications*
	Classroom Materials	School-specific expenses	Computer accessories	Online Classes*	Educational Learning*
Post-secondary institutions / community college tuition for eligible core and CTAE courses	Curriculum*	Textbooks*	Computers	Test and Exam Fees	Software
	Educational classes*	Tutoring aides	Headphones	Therapy	
	Educational materials		Internet Hot Spot	Tutoring*	
	Online school materials			Transportation	

**Only expenses for core subjects are eligible*

Additional key information:

- Program funds will be made available to families in quarterly disbursements
- Reimbursements will not be made under any circumstances, with the exception of eligible transportation expenses

Expense Offering Submission Process *(for approved service providers)*

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Key steps for uploading offerings to the portal (once approved as a service provider)

Preparation

1. Review **the list of eligible expenses and restrictions** (overview on page 5 but more details at ***MyGeorgiaPromise.org****)*
2. **Align your product/service offerings** to marketplace categories / subcategories
3. Review the **training video** on ***MyGeorgiaPromise.org*** (in the "Service Provider/Vendor FAQs") for more information about how to submit offerings
4. Review **specific service provider/vendor requirements** below

Submission

1. Visit the **Odyssey portal** to view the offering portal
2. **Do not inflate prices** of offerings (as attested to in service provider/vendor application)
3. **Bundle offerings**, as applicable (i.e., multiple tutoring sessions, curriculum bundle, etc.)

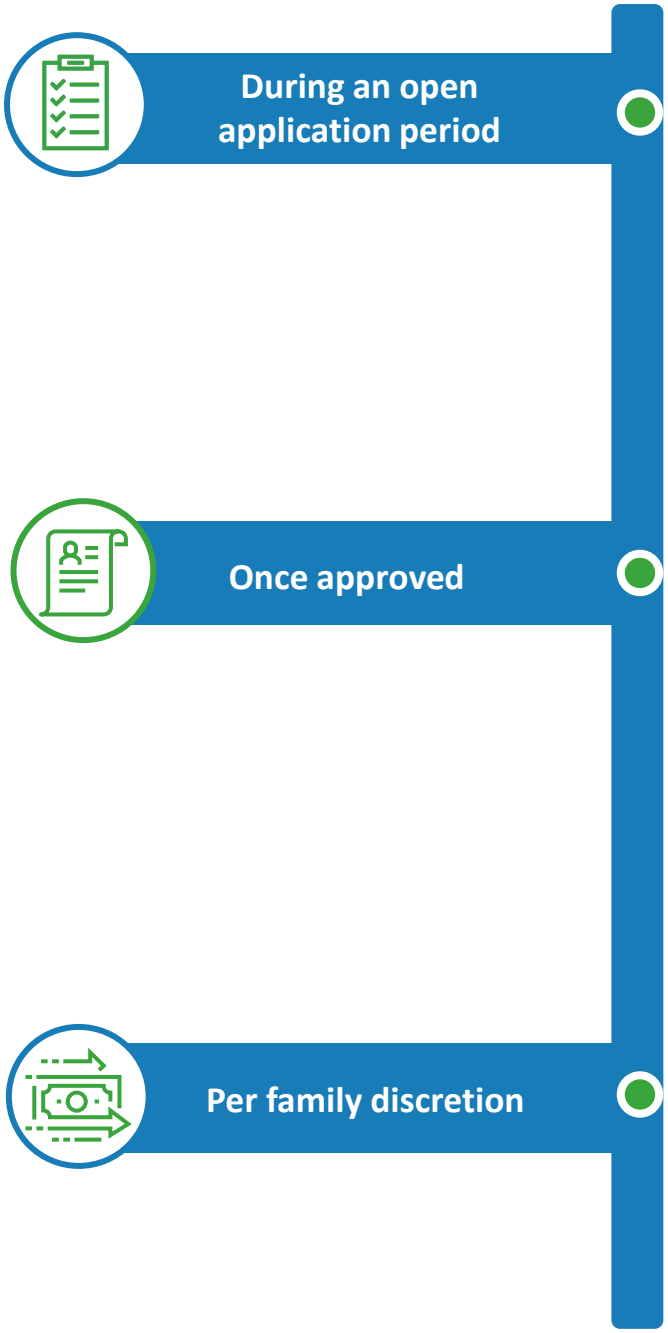
Additional protocol for each service provider/vendor type

Tutors	❖ Include the **PSC-certified tutor name** in offering title / description
Therapists / Physicians	❖ Include the **licensed therapist / physician name** in offering title / description
Online Learning Programs **Curriculum Providers**	❖ Confirm that offerings align to an eligible core course option ❖ Indicate the **grade level** in the dropdown options ❖ Indicate the **subject and grade level** in the offering title / description
Electronic Providers	❖ Refer to **price maximums** for electronics on the eligible expenses list
Book Retailers	❖ **Fiction / non-fiction book offerings will be reviewed by GESA upon submittal.** Books should be appropriate for the designated grade level, and should not contain adult or mature content unless it Is required for an ELA (English Language Arts) course.

Timeline

Georgia Promise Scholarship Key Milestones

There are several upcoming key milestones that impact service providers/vendors interested in participating in the Georgia Promise Scholarship Program:



Service providers/vendors apply any time

- Application will be found here
- Multiple application periods will be open throughout the year

Service provider/vendor applications will be **reviewed during application periods** (available at ***MyGeorgiaPromise.org***)

Service providers and vendors request approval of expenses for inclusion on program marketplace

- Service providers and vendors will create "offerings" (e.g., one-hour math tutoring session) and are encouraged to bundle offerings (e.g., 10 one-hour math tutoring sessions)
- Additional details on expense eligibility and the submission process are available on pages 5 and 6 of this handbook

Families direct funds to service providers/vendors

- Families may use funds on eligible expenses in the program marketplace from approved service providers/vendors

FAQs

General Application Questions

1. **How may I apply to be a service provider/vendor?**
Please visit https://gapromisevendors.withodyssey.com/registration/ to apply in an open application period. Multiple periods will be open throughout the year (available at ***MyGeorgiaPromise.org***), and applications will be reviewed during these periods.

2. **How may I add service/expense offerings to the service provider/vendor marketplace?**
After being approved as a service provider/vendor and onboarded to the program platform, you may request approval for specific expenses. *More information on the process for submitting requests to approve specific expenses is available on pages 5/6 and will be shared directly with approved service providers/vendors.*

3. **What other expenses may families use funds for?**
Pending GESA approval of product offerings, families will be able to use funds for curriculum and supplementary materials, certain technology expenses, and other approved categories (in addition to eligible services such as tuition, tutoring, and therapy). *More information on eligible expenses is available on pages 5/6.*

4. **Are there any restrictions on what offerings are allowed on the marketplace?**
To learn more about potential restrictions/requirements related to specific offering categories, service providers/vendors should review the Eligible Expense List document available at ***MyGeorgiaPromise.org***. Examples include that curriculum must be related to a core educational subject/course.

5. **May I provide services (i.e., tutoring and therapy) to a family member?**
No, program funds are prohibited from use on services provided to direct family members (such as children, grandchildren, and siblings, among others).

6. **How will I receive payment for product/service offerings?**
Payments will be sent through the program platform partner, Odyssey, for fulfilled orders.

   - For services, this means that the service provider/vendor has performed the first scheduled service.
   - For physical goods, this means that the service provider/vendor inputted a tracking number within the Odyssey portal.

   Following program approval, service providers/vendors will be asked to connect an account via Stripe to allow for funds to be sent to the preferred bank account of a service provider/vendor. Instructions for this process will be made available upon approval.