



HOW CAN I GET MY CHILD'S CURRENT IEP SUBMITTED TO TEFA?

Parents of children with special needs are required to submit a current (2023 school year or later) IEP (Individualized Educational Plan) to be eligible for additional funds from the Texas Education Freedom Accounts.

Your child's current IEP is with the public school district (ISD) which completed the IEP for your child. Only the public school district can upload your child's IEP into APEX, which will generate a Texas **Student Unique ID (UID) Number** for your student.

Your application to TEFA must include your child's IEP and Texas Student Unique ID (UID) Number. Because it is a required field, you will have to enter a number if you start your application before you have the final number. Odyssey recommends that parents who are awaiting their student's Unique ID number enter 11111 followed by your zip code as the UID so that parents can complete the remainder of the application before having the final number. Parents will be required to update the number with the accurate UID provided by your ISD before March 17 – otherwise your child will not be eligible for funding.

Here's a sample email to send to your ISD's special education director to require submission of the IEP and creation of a UID:

I am applying for the Texas Education Freedom Account (TEFA) program for my private school child who has a public school IEP. The TEFA program has updated their FAQs with guidance that private school parents must request the ISD who completed their children's IEP to upload the IEP into APEX and to generate the Unique ID. The Unique ID can only be generated for private school students with public school IEPs when the local public district uploads the IEP into APEX. TEA guidance says that APEX opens for districts to upload IEPs on Feb. 2, 2026, so this upload can take place now.

I am writing to request that my child's IEP be uploaded into APEX as soon as possible so that a Unique ID can be generated. Please send that Unique ID to me as soon as possible, so I can update this number in my children's TEFA application.

Here is my child's information:

Student's Full Name:

Date of Birth:

ID on ISD IEP:

IEP Begin Date:

IEP End Date:

It is recommended that you send an email and call your ISD to ensure that the IEP is uploaded before March 17 and that you obtain the UID. For more information, visit bit.ly/TEFA-IEP