



The Pensacola Children's Chorus is a direct service provider through Step Up for Students. After providing proper notification, families may use available funds to pay for their child's PCC membership.

Eligible Costs

- Registration fee
- Monthly tuition
- Private/group studio tuition (pending Step Up approval)

Ineligible Costs

- Tour participation
- Performance tickets
- Incidental fees

As a direct pay provider, you may request PCC services through Step Up's online portal. PCC is approved as a part-time tutor. Services will be viewable by price, which matches the eligible costs listed above. You must request the cost of services that are applicable to your child's choir(s). To properly do this, please follow these steps:

1. Formally notify PCC of your intent to use Step Up funds by completing the online intake form. (Click [here](#).)
2. Search for "Pensacola Children's Chorus" in Step Up's online portal.
(N.B. you must search for the entire organization's name, or simply "Chorus" to find us.)
3. Request your services based on your child's accepted choir(s) using the formula below, based on your period of enrollment (August/September or January). You must select the services for each choir of which your child is a member.

Choir Name	Aug/Sept Enrollment Qty.	Jan. Enrollment Qty.
Preparatory	\$295, 1x \$75, 9x	\$295, 1x \$75, 5x
Choristers	\$395, 1x \$85, 9x	\$395, 1x \$85, 5x
Festival Concert Young Singers	\$395, 1x \$95, 9x	\$395, 1x \$95, 5x
Ensemble Choraliers Chorale	\$65, 10x	\$65, 5x

PCC will manage approving service requests on a monthly basis. By requesting the entire year in advance, PCC will approve services after each month of membership.

Service Requests

Families must request the appropriate number of tuition months as listed above, based on the enrollment period. As a service provider, PCC is not able to modify these requests, therefore the assurance of accuracy falls squarely on the families who wish to utilize Step Up funds to pay the cost of PCC membership. PCC shall not be held responsible for user error and reserves the right to suspend membership to any child whose caregiver has not made the proper service request.

Delinquency

If properly registered through Step Up, a child's membership fees will be reimbursed directly to PCC with no need for a family to worry about remitting payment. However, PCC is entitled to payment for services rendered (i.e. tuition). Any payment denied PCC because of a family's non-compliance with Step Up's policies must be paid by the family to PCC directly. In such instances, PCC reserves the right to suspend membership until payment for services is received. Membership will not be interrupted due to delay in proper payment that is caused by Step Up or by PCC.

Tuition Assistance

Families utilizing Step Up funds are not eligible for tuition assistance through PCC's donor-directed Triple-A fund. Any family who applies for and receives tuition assistance funds who is later discovered to be submitting reimbursement requests to Step Up will be required to pay back all tuition assistance funds received, and their child(ren) will be ineligible to participate in PCC activities/performance until said funds are returned. Families who request direct pay services through Step Up's online portal directly from PCC need not worry about this claw-back provision.

Invoicing

As a direct service provider with Step Up, the need for specified invoicing falls on PCC in compliance with Step Up's policies. Therefore, PCC will only furnish invoices generated through our payment system. Custom requests will not be honored.

Assistance

As much as PCC staff would like to be of assistance, as providers, we do not have access to the user side of Step Up's portal. However, we are able to connect you to others who have knowledge of Step Up's policies and interface.

We are excited to provide this service to our PCC families and the Northwest Florida community!