



New York State Education and Training Voucher Program

The Education and Training Voucher (ETV) Program for New York State provides an important opportunity for foster youth to continue their post-secondary education and training. Students are eligible for awards up to \$5,000 a year for qualified school-related expenses.

To apply, please visit www.etv-nys.smapply.org

► Using the **Chrome browser** is recommended when accessing the application.

If you have any log in issues, please email us at admin@etv-nys.com

DO NOT CREATE A DUPLICATE ACCOUNT

Getting Started Online with the ETV Application

1. Registering a New Site Account

New applicants who have not received an invitation email, click “Register” in the top right corner of the homepage. (**Illustration A**)

You will be prompted to enter your name and email address. (**Illustration B**). Please use your legal first and last name to register so we may easily identify you for funding eligibility.

An invitation will be sent to your inbox. Click the “Confirm email address” button. Once you receive your registration confirmation message, click “Continue” and you may log into the site at any time to begin your application. (**Illustration C**)

Before you validate your email address, you have the option to access the site. However, a valid email address must be verified and a site password selected before beginning your application or you will not have access to save or submit your forms.

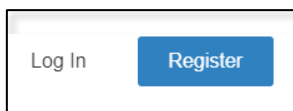


Illustration A

Illustration B

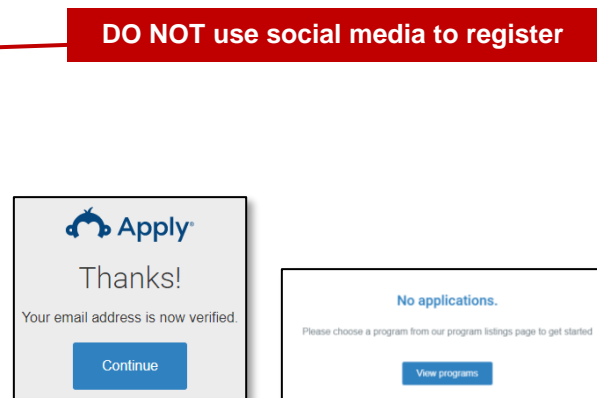


Illustration C

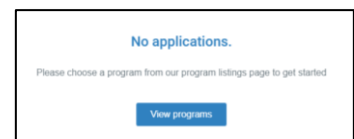


Illustration D

2. Starting the Application

The site will open to your My Applications page with an indication that no application has been started yet. Click “View programs” (see **Illustration D** on previous page).

On the Programs screen, click “More” for Education and Training Voucher Program for New York State. (**Illustration E**)

| Program | Open date | Deadline |
|---|-----------|----------------------------|
| Education and Training Voucher Program for New York State | | May 31 2020 11:59 PM (EDT) |

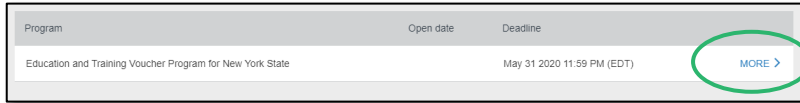


Illustration E

Click “Apply” to get started. (**Illustration F**)

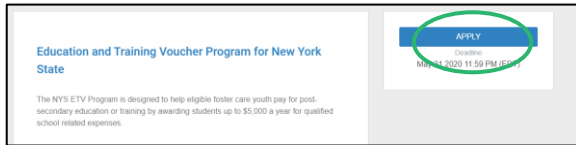


Illustration F

You will be prompted to complete an Eligibility Check in Your Tasks. Click “Eligibility Check” to begin. (**Illustration G**)

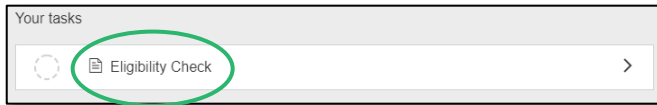
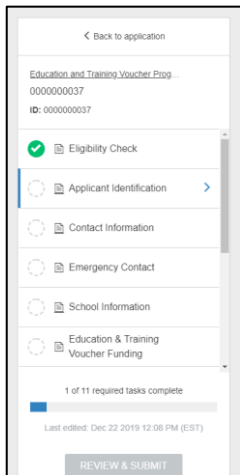


Illustration G



If you are eligible to apply for ETV funding, additional tasks will be added to Your List. Click on each task to fill out the form. (**Illustration H**)

Illustration H

Helpful Hints

- The form will auto save as you make entries. You may log out and come back later to complete this form if needed.
- **NOTE:** when you see the ellipsis icon (...) in the top right corner of any form, click on it for additional functions.
- Completed tasks may be changed any time before the application is submitted. To do so, select the task in Your List and the “Edit” function located in the ellipsis icon. Make your changes then click “Mark as Complete” again.
- **You should download the entire application after it is submitted. We recommend keeping a copy for your personal records since you will not have permanent access to it.**
- You will receive email notifications when your application is submitted and when an award determination has been made. You can also log in at any time to see the status of your application on the My Applications page.