



## Parental Choice Tax Credit Information and Helpful Tips

**Applications for the Parental Choice Tax Credit for the 2026-2027 school year at 9:00 am on Monday, March 16, 2026.** As in the past, tax credits are awarded on a first-come, first-served basis, and **parents are encouraged to apply as early as possible. IMPORTANT NOTE: the PCTC application window closes on June 15, 2026. Families will not be able to apply for the tax credit after that date.**

**Applications and individual Enrollment Verification Numbers are required for each student in your household. Additional Documents Required for Parental Tax Credit Application:**

- An Enrollment Verification Number for each individual student
- Personal information of the parent applying for the credit
- Student information, including date of birth, Social Security number, grade level for the upcoming school year, etc.
- The Federal Adjusted Gross Income (AGI) for the parent or legal guardian of each student for the second preceding tax year, 2024
- A copy of your 2024 Oklahoma tax return or federal income tax return form may also be required

### **Receiving Your Students' Enrollment Verification Number Process**

*Families who have enrolled for 26-27 will receive an email from the tax commission the week of 3/9-3/13 that contains the Enrollment Verification Number (EVN).* In order to apply for the tax credit, you must have an EVN for EVERY student in your family. Please note that these numbers are generated and emailed to the email address listed in the Blackbaud Tuition Management portal of the first person listed as the primary parent in your household. This is often a home or personal email of the custodial or primary parent. Emails are generated and sent from the Oklahoma Tax Commission and the school is not able to request email address changes.

**\*With the open enrollment date occurring on the Monday of Spring Break, we encourage you to check your emails regularly and often, including your Spam and Junk folders for your EVN information.**

### **Confirming Enrollment Verification Information**

Once you receive your verification email, please review the information for accuracy, including student name, spellings, date of birth, addresses, and grade level for the 2026-2027 school year. Per the OTC, applications made with incorrect information on the verification form will be withdrawn and will be required to restart the process, which may also affect your position in the first-come, first-served process.

While the school does not have access to and cannot generate student EVNs, if you do not receive EVNs for any of your students by Thursday, March 12th, please contact the MSM Business Office at [blewis@mountstmary.org](mailto:blewis@mountstmary.org)

### **Important Information Regarding the Name of Parent on Application**

In the situation of a divorce, it is the responsibility of the father or mother to share the email from the OTC and its information with the other parent in order for them to apply for the Tax Credit. Your student's EVN is valid for use by both parents so long as they are listed on your Enrollment Verification Form as provided by the OTC. Please note that the name of the parent applicant for the tax credit will also be listed on the check that will be sent to the school next fall, and that parent will be required to sign and receive the check.

For additional information, please visit the Parental Choice Tax Credit information page on the [Oklahoma Tax Credit website](#).