

Since the Act was established, the program has expanded to include a wide range of adapted educational materials school-aged students who meet the definition of blindness.

Products offered by APH range from refreshable braille devices and magnifiers, to large print and braille textbooks, adapted educational materials (like maps, 3D models, tactile graphics), and other supplies, including braille paper, bold line paper, rulers, and protractors.

We hope this helps answer any questions you may have about the Federal Quota Program and how a student can benefit from being registered. If you have any questions, please do not hesitate to contact us.



**AMERICAN
PRINTING
HOUSE** ■■■

Getting Your School-Aged Student Needed Resources

A Guide to Federal Quota Registration



**Preschool to
Grade 12**

Getting Your School-aged Student Needed Resources

A guide to Federal Quota Registration – Preschool to 12th Grade

What is the Federal Quota Program?

The Federal Quota Program was established in 1879 when the United States Congress passed the Act to Promote the Education of the Blind (The Act). The Act designates The American Printing House for the Blind (APH) as the official supplier of educational materials to all students in the U.S. who meet the legal definition of blindness as specified by OSEP. By this federal Act, Congress created a permanent annual appropriation for the specific purpose of “manufacturing and furnishing books and other materials specifically adapted for instruction” for students who are blind and who live in the United States and its outlying areas. The Act and its resulting programs are administered through APH.

Federal Quota Eligibility

In order to receive educational and training materials APH offers, the school-aged student (preschool through grade twelve) must be

enrolled in the Federal Quota program. To be eligible the school-aged student must:

- Meet the definition of blindness (MDB) **or** Function at the definition of blindness (FDB) due to a brain injury and submit the appropriate supporting documents.
- Submit a parent permission.
- Have a written plan of instruction (an IFSP or IEP under the Individuals with Disabilities Education Act, or any other written education plan).
- Be registered with the reporting agency on the “as of” date
- Working at less than college level.

Eligibility of Homebound & Home Schooled Students

Homebound students must have a written education plan with enrollment in a formally organized, regularly scheduled educational or training program at less than college level. Home schooled students must have a written education plan that meets guidelines/procedures in effect within each individual state at less than college level. Both homebound and home schooled students must have a signed parent permission and are either MDB or FDB.

Federal Quota Census

The process of gathering information to determine FQ eligibility is a yearly requirement. The FQ Census officially begins the first Monday in January.

The Ex Officio Trustee (EOT) who manages the Federal Quota account will gather updated information for the new census and share blank permission forms for each student’s parent or guardian to sign. EOTs are also responsible for verifying whether a student is MDB or FDB and that current supportive documentation is on file.

While the student’s program will report information to APH on an annual basis as part of the Federal Quota Census registration, this information is never shared outside of APH. Only statistical information is shared.

Ex Officio Trustees

Federal funds are credited to accounts that are maintained by Ex Officio Trustees (EOTs). Each EOT manages specific accounts and uses the funds generated by the census to purchase products from APH. Many agencies maintain a repository of products for sharing with their students. A list of EOTs is provided on the APH website (www.aph.org) under EOT Directory.