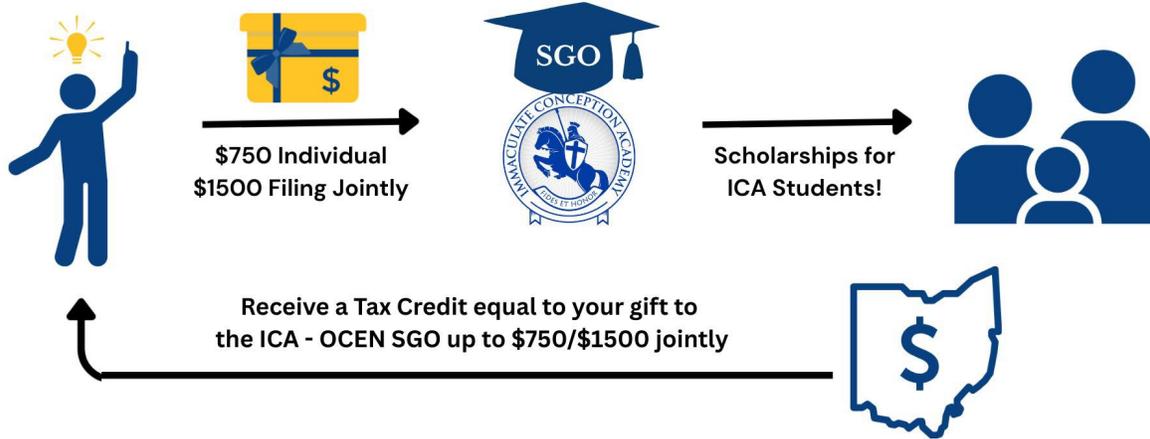


# Convert Your Ohio Tax Dollars into Scholarships for Immaculate Conception Academy Students!

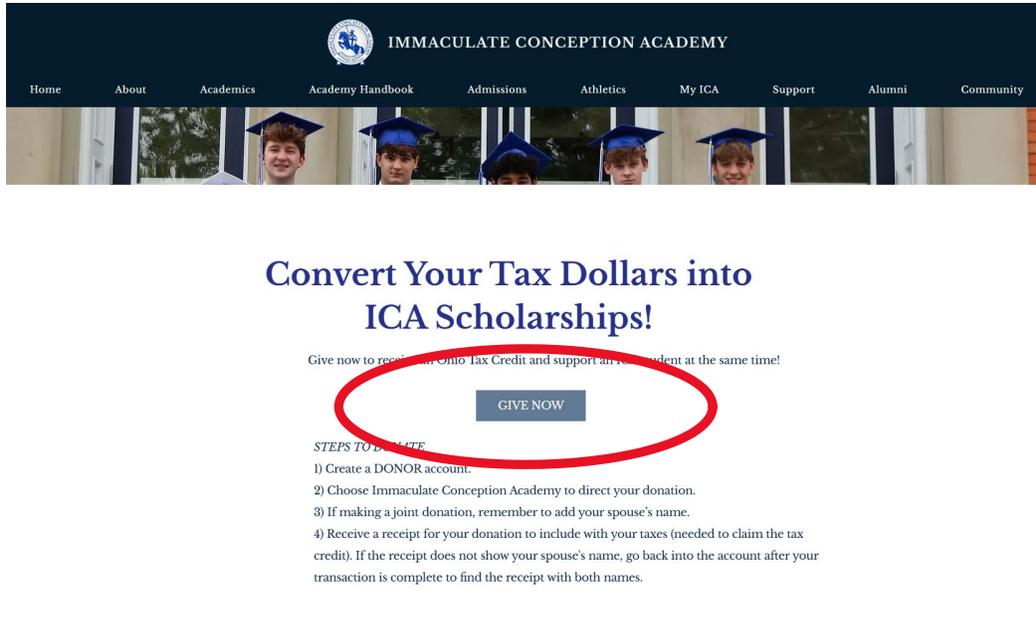


Visit [www.icaohio.com/scholarships](http://www.icaohio.com/scholarships) to claim your tax credit.

## ICA – Tax Credit Donation How to Set-up a Donor Account

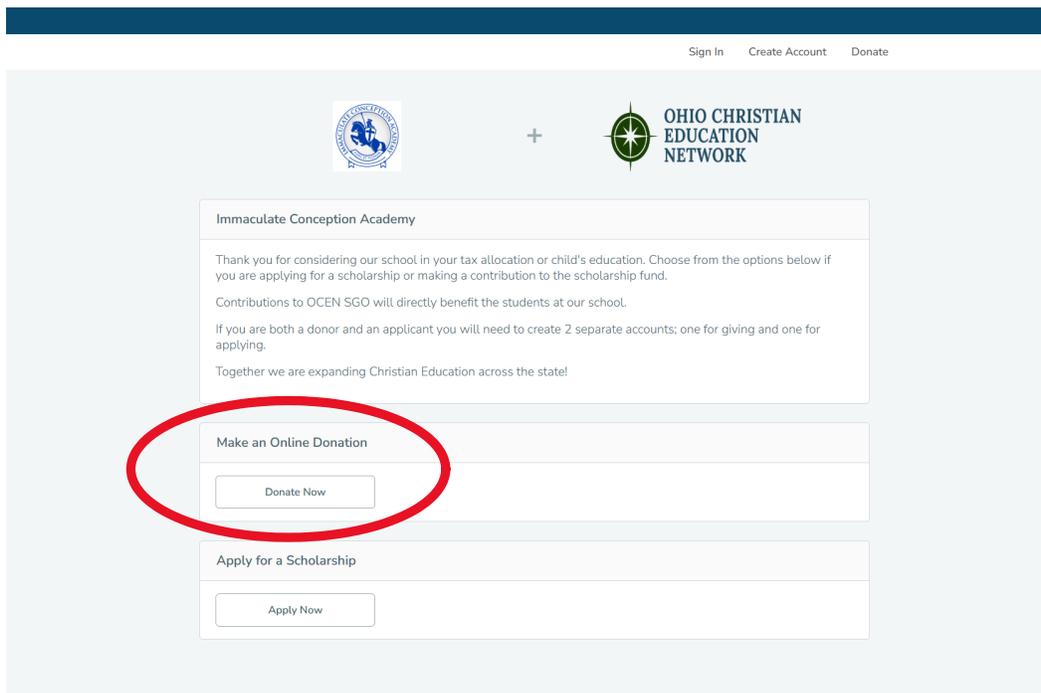
Go to Immaculate Conception Academy Scholarships website page:  
<https://www.icaohio.com/scholarships>

Click GIVE NOW



The screenshot shows the top navigation bar of the Immaculate Conception Academy website. The header includes the school's logo and name, followed by a menu with links for Home, About, Academics, Academy Handbook, Admissions, Athletics, My ICA, Support, Alumni, and Community. Below the navigation is a banner image of five male students in blue graduation caps. The main content area features a large heading: "Convert Your Tax Dollars into ICA Scholarships!". Below this heading is a sub-heading: "Give now to receive an Ohio Tax Credit and support an ICA student at the same time!". A prominent "GIVE NOW" button is centered below the text and is circled in red. Underneath the button, there is a section titled "STEPS TO DONATE" with a list of four instructions: 1) Create a DONOR account. 2) Choose Immaculate Conception Academy to direct your donation. 3) If making a joint donation, remember to add your spouse's name. 4) Receive a receipt for your donation to include with your taxes (needed to claim the tax credit). If the receipt does not show your spouse's name, go back into the account after your transaction is complete to find the receipt with both names.

Under Make an Online Donation, Click DONATE NOW



The screenshot shows the Ohio Christian Education Network (OCEN) website. At the top right, there are links for "Sign In", "Create Account", and "Donate". The main content area features the OCEN logo and the Immaculate Conception Academy logo. Below the logos is a section titled "Immaculate Conception Academy" with the following text: "Thank you for considering our school in your tax allocation or child's education. Choose from the options below if you are applying for a scholarship or making a contribution to the scholarship fund. Contributions to OCEN SGO will directly benefit the students at our school. If you are both a donor and an applicant you will need to create 2 separate accounts: one for giving and one for applying. Together we are expanding Christian Education across the state!". Below this text are two buttons: "Make an Online Donation" and "Apply for a Scholarship". The "Make an Online Donation" button is circled in red and contains a "Donate Now" sub-button. The "Apply for a Scholarship" button contains an "Apply Now" sub-button.

## Sign Up for a DONOR account (Not a Parent/Guardian Account)

[Sign In](#)

[Create Account](#)

[Donate](#)

### Sign Up

I am a:

Donor

Donor

Parent/Guardian

Last Name

Email

Password

Password must be at least 14 characters and requires 1 uppercase, 1 lowercase, 1 number, and 1 special character.

Confirm Password

Sign Up

[I already have an account, take me to sign in](#)

After creating a DONOR account,

Go to HOME and under QUICK LINKS Click DONATE NOW

M. Emily Urling

Home My Donations

Welcome back!

Quick Links

Donate Now

Instructions

**Welcome to the OCEN SGO Donor Portal.**

Thank you for your gift that will provide a biblical education to a student in Ohio.

After you make your gift, an email confirmation will be sent with only the name of the individual completing the payment form.

A tax receipt can be downloaded from your account that will contain the name of **both** donors if a spouse is listed on the form. This tax receipt should be submitted with your tax return.

If you are both a donor and an applicant you will need to create 2 separate accounts; one for giving and one for applying.

# Complete the Form. Step-by-step guide begins on the next page.

M. Emily Urling

← Back to Donations

WEDNESDAY, FEBRUARY 04

After you make your gift, an email confirmation will be sent with only the name of the individual completing the payment form. A tax receipt can be downloaded from your account that will contain the name of **both** donors if a spouse is listed on the form. This receipt should be submitted with your tax return. Credit Card gift tax receipts are available in your account instantly. Direct Deposit or Check receipts are available when the donation clears your bank account or the check is deposited, usually 7-10 days.

If you are both a donor and an applicant you will need to create 2 separate accounts; one for giving and one for applying.

## New One Time Donation

Donor Type

Individual

Prefix

First Name

M. Emily

M. Initial

O

Last Name

Urling

Suffix

+ Add Spouse Information (optional)

Address

10109 Indian Creek Drive

Apt/Suite #

City

Cincinnati

State

OH

Zip

45241

Email Receipt To:

emilyurling@icloud.com

Contact Phone

(513) 293-5149

This information will only be used to contact you with any questions related to your donation and will not be shared.

Select Schools

\$

Remove

Add Another School

Payment Type

Check

ALL checks **MUST** be mailed to the following address:

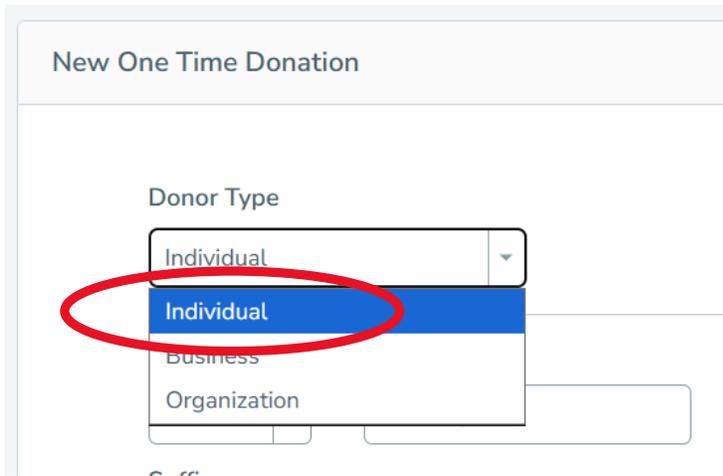
OCEN SGO  
62 East Broad Street  
Columbus, OH 43215

Please confirm check date is for 2026 and made payable to OCEN SGO

Additional Notes or Comments? (optional)

Submit Donation

On the form, under DONOR TYPE, select INDIVIDUAL (even if you file Jointly)



New One Time Donation

Donor Type

Individual

Individual

Business

Organization

On the form, under DONOR TYPE, fill in name information, and select ADD SPOUSE INFORMATION (if you are filing jointly and want to contribute \$1500).

Donor Type

Individual

Prefix

First Name

M. Emily

Suffix

+ Add Spouse Information (optional)

Spouse First Name

Middle Initial

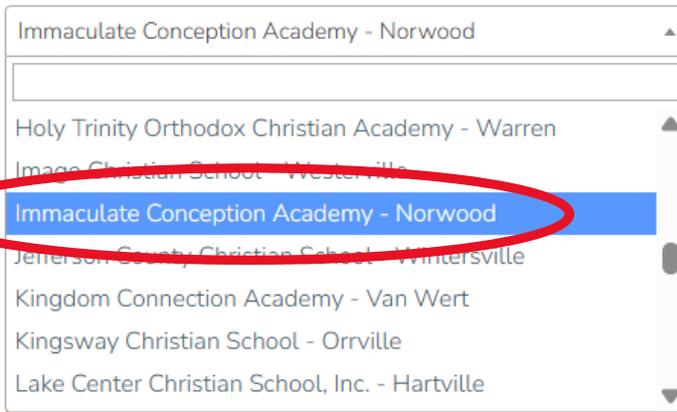
Spouse Last Name

Spouse Email (optional)

Spouse Phone (optional)

On the form, under SELECT SCHOOLS, select Immaculate Conception Academy

Select Schools



Immaculate Conception Academy - Norwood

Holy Trinity Orthodox Christian Academy - Warren

Image Christian School - Westerville

**Immaculate Conception Academy - Norwood**

Jefferson County Christian School - Wintersville

Kingdom Connection Academy - Van Wert

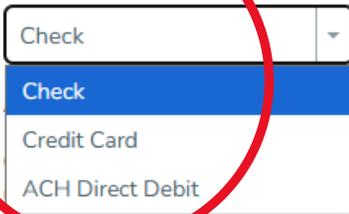
Kingsway Christian School - Orrville

Lake Center Christian School, Inc. - Hartville

On the form, under PAYMENT TYPE, select your preferred way to pay. If paying via Credit Card or ACH Direct Debit, select it, and fill in appropriate information. Please make checks payable to OCEN SGO. ALL checks MUST be mailed to the following address:

OCEN SGO  
62 East Broad Street  
Columbus, OH 43215

Payment Type



Check

**Check**

Credit Card

ACH Direct Debit

to the following address:

Columbus, OH 43215

Please confirm check date is for 2026 and made payable to **OCEN SGO**

Add any notes or comments and Click SUBMIT DONATION.

Additional Notes or Comments? (optional)

To find your receipt, go to MY DONATIONS, click VIEW RECEIPT

The screenshot shows a user account dashboard. At the top right, the user's name "M. Emily Urling" is displayed. Below the header, there are two navigation tabs: "Home" and "My Donations". The "My Donations" tab is selected and circled in red. Below the navigation, there is an "Actions" section with a "Donate Now" button. Underneath is a "Donations" section containing a table with one row of data. The table has columns for ID, Date, Amount, Type, and Method. The data row shows ID 135192, Date 01/13/26, Amount \$10.00, Type One Time, and Method Credit Card. A "View Receipt" button is located to the right of the table row and is circled in red.

ID	Date	Amount	Type	Method
135192	01/13/26	\$10.00	One Time	Credit Card

**NOTES:**

- After you make your gift, an email confirmation will be sent with only the name of the individual completing the payment form.
- **A tax receipt can be downloaded from your account that will contain the name of both donors if a spouse is listed on the form. This receipt should be submitted with your tax return.**
- Credit Card gift tax receipts are available in your account instantly. Direct Deposit or Check receipts are available when the donation clears your bank account or the check is deposited, usually 7-10 days.
- If you are both a donor and an applicant you will need to create two separate accounts; one for giving and one for applying.
- 2025 SGO Gifts can be made until April 15, 2026, or before you file your tax return, whichever comes first, to claim and include on your 2025 Tax Return. We encourage families to consult their tax advisor to confirm that this opportunity is right for your family.

To claim a Tax Credit, use Line 15 on the Schedule of Credits and include your receipt.



**2025 Ohio Schedule of Credits**  
Use only black ink. Use whole dollars only.  
Primary taxpayer's SSN



25280189 Sequence No. 7

Many of these credits **must** be calculated using a worksheet and/or be supported by additional required documentation. See the instructions for worksheets and information on supporting documentation.

**Nonrefundable Credits**

1. Tax liability before credits (from Ohio IT 1040, line 8c).....	1.	
2. Retirement income credit (include 1099-R forms).....	2.	
3. Lump sum retirement credit (include a copy of the worksheet and 1099-R forms).....	3.	
4. Senior citizen credit (must be 65 or older to claim this credit).....	4.	
5. Lump sum distribution credit (include a copy of the worksheet and 1099-R forms).....	5.	
6. Child care & dependent care credit (include a copy of the worksheet).....	6.	
7. Displaced worker training credit (include a copy of the worksheet and all required documentation).....	7.	
8. Campaign contribution credit for Ohio statewide office or General Assembly.....	8.	
9. Exemption credit.....	9.	
10. Total (add lines 2 through 9).....	10.	
11. Tax less credits (line 1 minus line 10; if negative, enter zero).....	11.	
12. Joint filing credit (see instructions for table). <input type="text"/> % times line 11, up to \$650.....	12.	
13. Earned income credit.....	13.	
14. Home school expenses (include a copy of all required documentation).....	14.	
15. Scholarship donation credit (include copies of all required documentation).....	15.	
16. Nonchartered, nonpublic school tuition (include a copy of the credit certificate).....	16.	
17. Credit for work-based learning experiences (include a copy of the credit certificate).....	17.	
18. Ohio adoption credit carryforward.....	18.	
19. Nonrefundable job retention credit (include a copy of the credit certificate).....	19.	
20. Credit for eligible new employees in an enterprise zone (include a copy of the credit certificate).....	20.	
21. Credit for the beginning farmers financial management program (include a copy of the credit certificate).....	21.	
22. Credit for commercial vehicle operator training expenses (include a copy of the credit certificate).....	22.	
23. Welcome Home Ohio credit (include a copy of the credit certificate).....	23.	
24. Credit for transformational mixed-use development (include a copy of the credit certificate).....	24.	

[HTTPS://TAX.OHIO.GOV/STATIC/WEBVIEW/VIEW1/UIEXTENSION/1/PDF-VIEW.HTML?FILENAME=/FORMS/OHIO\\_INDIVIDUAL/INDIVIDUAL/2025/1040-BUNDLE-ORIGINAL-FI.PDF](https://tax.ohio.gov/static/webview/view1/uiextension/1/pdf-view.html?filename=/forms/ohio_individual/individual/2025/1040-bundle-original-fi.pdf)



**IMMACULATE CONCEPTION  
ACADEMY THANKS YOU FOR  
YOUR GENEROSITY!**