



PARENT REQUEST FOR TRANSPORTATION REIMBURSEMENT FORM

FORM 1000

Parent Instructions & Information

If your child is transported to and from a non-public school at your expense and is eligible for reimbursement, you may, through your school of attendance, request reimbursement for transportation. Minnesota State Law specifies that students attending out of district non-public schools are eligible for transportation services or reimbursement for transportation to the district boundary.

After the school has received your request and reported this information to our district, reimbursement will be sent to your school after the end of the school year. Reimbursement will be made on a per student basis (if transportation is by bus) or family basis (if the student is being transported by a parent vehicle). Your school will either send you a check or apply it to your account.

Notice: Parent must read the instructions below, complete the form, sign, and submit it to your school within 30 days of the start of school. Reimbursement will not be made if this completed form is not on file in your school office.

Eligibility Requirements

- A. Student must live more than 2 miles from school.
- B. Student is not offered transportation by the district of residence.
- C. Student must be a resident of the district from which reimbursement is claimed.
- D. Parent has submitted a signed request to the non-public school at the beginning of the year, no later than 30 days after the beginning of school.
- E. Transportation will either be arranged by the non-public school or by the parent. If the parent is providing the transportation, it will be the responsibility of the parent to assure that the student is transported safely with adequate insurance kept in force, a qualified licensed driver and a vehicle in safe operating condition.

School District of Residence

School Year

School Attending

Parent or Guardian's Name

Full Address (Street, City, State, Zip)

Names of Students in Family Requesting Reimbursement

#	Student Full Name	Grade	Transported By (Parent or Bus?)
1			
2			
3			
4			
5			

Certification Statement:

I certify that the information provided here is accurate. I have read the eligibility requirements and agree that the transportation I am being reimbursed for provides for the safety and well-being of my children and that all requirements are being followed.

Parent's Electronic Signature (Type name to sign digitally)

Date (MM/DD/YYYY)