

PARENT INSTRUCTIONS

FORM 1000
Reverse Side

If your child is transported to and from a nonpublic school at your expense and is eligible for reimbursement, you may, through your school's attendance office, request reimbursement for transportation from your home to the boundary of your resident district.

Minnesota State Law specifies that students who attend nonpublic schools are due transportation services or reimbursement to the district boundary.

TO BE ELIGIBLE FOR REIMBURSEMENT

- A. Students must live more than one mile (elementary) and over two miles (secondary) walking distance from school.
- B. When transportation is not offered by the student's school district residence.
- C. Students must be a resident of the district from which reimbursement is claimed.
- D. Student has attended nonpublic school more than twenty days and not attended the district school more than twenty days during the same school year.
- E. Parent has submitted a signed request to the nonpublic school at the beginning of the school year, no later than thirty days after the beginning of school.
- F. Transportation will either be arranged by the nonpublic 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(s) is transported safely with adequate insurance kept in force, a qualified licensed driver and vehicle in safe operating condition.

If your child or children are eligible according to the specifications listed above, you may use the form on the reverse side to apply for reimbursement. Return this form to the nonpublic school your child(ren) attends.

After your request has been received by the school and your annual attendance is calculated, reimbursement from the district will be sent to your school. The nonpublic school will either send you a check or apply it to your account.

Please complete, sign, and return the request form on the reverse side to your school

(Parent Request on Reverse Side)

PARENT REQUEST FOR TRANSPORTATION REIMBURSEMENT

Anoka-Hennepin ISD 11
Resident School District

_____ School Year

_____ School of Attendance

Parents must read reverse side, complete this side, sign and submit to your school within two weeks.

Parent/Guardian Name

Address

	Names of Students	Grade	Transportation Organization or Parent	Bus Operator, School, Taxi, Public Trans., or Parent
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Note: If transportation address is different from parent or guardian address, list item number and transporting address below:

() _____

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

Parent/Guardian Signature

Date

(Parent Instructions on Reverse Side)