

WEST FORK SCHOOLS

Sheffield Campus: 504 Park Street, PO Box 617, Sheffield, IA 50475 Phone: 641-892-4461

Rockwell Campus: 210 2 nd Street S, PO Box 60, Rockwell, IA 50469 Phone: 641-822-3234

NONPUBLIC PARENT REIMBURSEMENT REQUEST FORM

Notice to Nonpublic Parents:

Iowa Code Section 285.1 requires public school districts to provide transportation services to resident nonpublic students that are entitled as per that section. How the transportation service will be provided is to be determined by the public school district. When funds are appropriated by the Iowa General Assembly and if your public school district has selected "Parent Reimbursement" as their transportation service type of choice and you meet the transportation entitlement policy provisions of the public school district in which you live and the nonpublic school being attended has been accredited by the Iowa Department of Education, you are entitled to parent reimbursement as per Iowa Code Sections 285.1, subparagraph 3 and 285.3. (Iowa Code, Section 285.3)

If your public school district selects the "Parent Reimbursement" option, it is your responsibility as the nonpublic parent or guardian to notify your resident public school district that you have children attending an accredited nonpublic school and its location.. In addition, specific information, as requested on this form, must be submitted by the nonpublic parent or guardian not later than **December 1st** (for first semester reimbursement) and **May 1st** (for second semester reimbursement), each year. Failure to submit this request by the above deadline each semester will result in the denial of the reimbursement request for the claim period.

NAME (Parent or Legal Guardian): _____

ADDRESS (of parent or legal guardian): _____

CITY: _____ STATE: _____ ZIP: _____

Is this the location (address) at which the nonpublic student(s) listed below now reside? **[Circle one: Yes or No]**
 (If "No", indicate beneath the name of each student listed below the address where each nonpublic student(s) lives.)

[Iowa Code, Section 285.1, subsection 3, limits the number of students that may be eligible for parent reimbursement to a maximum of three (3) elementary students and one (1) high school student per family.]

Name- NonPublic Elementary Student(s) (Last, MI, First) (Maximum of 3 Elementary Students)	Age of Student	Grade Level (this year)	Name – NonPublic School Attended	Distance Between Student Residence and NonPublic School
1. Address:				
2. Address:				
3. Address:				

Name – NonPublic High School Student (Last, MI, First) Maximum 1 Student)	Age of Student	Grade Level (this year)	Name – NonPublic School Attended	Distance Between Student Residence and NonPublic School
1. Address:				

I certify that the above information is accurate and that I am a parent or legal guardian of the above named nonpublic student(s). I also affirm that the nonpublic school(s) of attendance is/are accredited by the Iowa Department of Education.

Parent or Guardian Signature: _____ Date: _____

Please return this form to:	
Paula Craighton, West Fork CSD, PO Box 60, Rockwell, IA 50469	
For Public School Use Only: Received By:	Date Received:

