

*Completing this form does NOT register a student/family for bus transportation to/from school.
A separate Bus Registration form must be completed.*

FORM 1000

Parents – please read prior instructions, complete, sign & submit this form to your school of attendance.

PARENT REQUEST FOR TRANSPORTATION REIMBURSEMENT

School District of Residence

2021-2022
School Year

Benilde-St. Margaret's School
School Attending

Parent(s) must read previous pages, complete this side, sign, and submit to your School of Attendance within 1 week of the first day of school.

Parent/Guardian Name: _____

Address: _____

City, ST, Zip: _____

Names of Students in Family Requesting Reimbursement:	Grade	How Transported (please check):		
		Car	School Bus	Other (describe)
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____

NOTE: If transporting address is different from parent or guardian above, 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 followed.

Parent /Guardian Signature

Date

Parent Request for Transportation Reimbursement Eligibility Requirements

Parent Instructions:

If your child is transported to and from a Non Public School District at your expense and is eligible for reimbursement, you may, through your school of attendance, request reimbursement for transportation to the boundary of School District of Residence.

Minnesota State Law specifies that students who attend Non Public Schools are due transportation services or reimbursements to the School District Boundary.

To Be Eligible for Reimbursement:

- A. Student must live more than 1 (one) mile (Elementary) and over 2 (two) miles (Secondary) walking distance from school.
- B. When transportation is not offered by the student's Public School District of Residence.
- C. Student must be a resident of the Public School District from which reimbursement is claimed.
- D. Student has attended the Non-Public School for more than 20 days and not attended the Public District School more than 20 days during the same school year.
- E. Parent has submitted a signed request to the Non Public School at the beginning of the school year, no later than 30 days after the beginning of the current school year.
- F. Transportation will either be arranged by 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.

If your student(s) are eligible according to the specifications listed above, please complete, sign and return the request form on the next page to your school of attendance.

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

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