Return Completed Report To:
(Insert School District Address)

STUDENT TRANSPORTATION REIMBURSEMENT REPORT
POSTSECONDARY ENROLLMENT OPTIONS PROGRAM

GENERAL INFORMATION: Information requested on this form is required for reimbursement of transportation aid under Minnesota Statutes, section 124D.09, the Postsecondary Enrollment Options Program. The completed form should be returned to the office noted above.

REPORT TYPE (Check one)

☐ REQUEST FOR ADVANCE ☐ REQUEST FOR REIMBURSEMENT

☐ FOLLOW-UP REPORT FOR ADVANCED FUNDS

REIMBURSEMENT PERIOD

(MM/DD/YYYY)

FROM: / /

TO: / /

IDENTIFICATION INFORMATION

OFFICE USE ONLY

Student Identification		Name of Secondary School of Enrollment
Name of Payee	Relationship to Student	Address
City	Zip Code	Telephone Number ( ) -
Postsecondary Institution of Enrollment		Total Actual One-way Miles from Home Miles
Postsecondary Institution of Enrollment		Total Actual One-way Miles from Secondary School Miles

DATE(S)	REIMBURSEABLE TRANSPORTATION		TOTAL MILES	MEANS OF TRANSPORTATION			REIMBURSEMENT RATE *	TOTAL AMOUNT THIS REPORT	FOR OFFICE USE ONLY
	From (location):	To (location):		PRIVATE AUTO	PUBLIC BUS	OTHER (Specify)			
								$	
* For information on the reimbursement rates, please refer to the reverse side of this form.				<----- REPORT TOTALS----->				$	$

CERTIFICATION STATEMENT - (This Transportation Reimbursement Report MUST be signed and dated.)

FOR OFFICE USE ONLY

I certify that all information provided above is true and correct, and that misrepresentation of information may prohibit the student from receiving further funds for transportation under the guidelines of this program.

Signature: _____ Date: _____

STUDENT TRANSPORTATION REIMBURSEMENT RATES

POSTSECONDARY ENROLLMENT OPTIONS PROGRAM

1. The amount of the payment shall be calculated from the secondary school or the student's home to the postsecondary institution by the local school district at 15 cents per mile or the actual cost, whichever is less.

2. The local school district may require a student to use public transportation if it is available and will result in a lower cost than mileage reimbursement.

3. Reimbursement may not be paid for more than 250 miles per week. However, if the nearest postsecondary institution is more than 25 miles from the student's resident secondary school, the weekly reimbursement may not exceed the reimbursement rate per mile times the actual distance between the secondary school or the student's home and the nearest postsecondary institution times ten.

4. No reimbursement will be made if the postsecondary institution is located within two miles of the school the student would normally attend in the resident district.