

**\*\*School Age\*\* Request for Reimbursement for Student-Specific  
Nurses, Interpreters, Maintenance Aides & Out-of-State Education Aides**

STAC-ID

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Do NOT submit this form for:

- a) In-State Education Aides  
(Enter aide percentage on EFRT service approval screen)
- b) Aides for 10-Month Public Placements  
(Include in Section III of DCPUB High Cost Worksheet)

Scan and upload completed forms to SED File Transfer Manager (FTM) "inbasket".  
Email [OMSSTAC@nysed.gov](mailto:OMSSTAC@nysed.gov) with the SED FTM location and filename. Do NOT attach completed forms to emails.

STUDENT AND SCHOOL DISTRICT INFORMATION	
Student Name:	Date of Birth (mm/dd/yy):
Name of School District with CSE Responsibility:	School District SED Code: 

SCHOOL AGE EDUCATION PLACEMENT	
Education Provider Name:	Education Provider SED Code: 
Program Name:	Program Code:                                     -
Program Runs: _____ Hours/Day _____ Days/Week	Student Attends: _____ Hours/Day _____ Days/Week

AIDES/NURSES/INTERPRETERS DURING EDUCATION HOURS					
<input type="checkbox"/> Aide	Requested Start: _____ to _____	Requested End: _____	Hours 1:1 Requested: _____ Hours / Day	Days 1:1 Requested: _____ Days / Week	Shared by multiple students: <input type="checkbox"/> No <input type="checkbox"/> Yes: _____ students
<input type="checkbox"/> RN	Requested Start: _____ to _____	Requested End: _____	Hours 1:1 Requested: _____ Hours / Day	Days 1:1 Requested: _____ Days / Week	Shared by multiple students: <input type="checkbox"/> No <input type="checkbox"/> Yes: _____ students
<input type="checkbox"/> LPN	Requested Start: _____ to _____	Requested End: _____	Hours 1:1 Requested: _____ Hours / Day	Days 1:1 Requested: _____ Days / Week	Shared by multiple students: <input type="checkbox"/> No <input type="checkbox"/> Yes: _____ students
<input type="checkbox"/> Interpreter	Requested Start: _____ to _____	Requested End: _____	Hours 1:1 Requested: _____ Hours / Day	Days 1:1 Requested: _____ Days / Week	Shared by multiple students: <input type="checkbox"/> No <input type="checkbox"/> Yes: _____ students

AIDE WAGE INFO (FOR MAINTENANCE & OUT OF STATE EDUCATION)
Salary & Fringe Benefits (Per Hour):  \$ _____

SCHOOL AGE MAINTENANCE PLACEMENT	
Maintenance Provider Name:	Maintenance Provider SED Code: 
Program Name:	Program Code:                                     -

MAINTENANCE AIDES OUTSIDE EDUCATION HOURS					
<input type="checkbox"/> Aide	Requested Start: _____ to _____	Requested End: _____	Hours 1:1 Requested (Monday through Friday): _____ Hours / Day	Hours 1:1 Requested (Saturday & Sunday): _____ Hours / Day	Shared by multiple students: <input type="checkbox"/> No <input type="checkbox"/> Yes: _____ students

DISTRICT OF RESIDENCE/DISTRICT OF SERVICE ASSURANCE:

I have reviewed the above named student's records and assure that the student's Individualized Education Program (IEP) specifically requires that a 1:1 Aide/Nurse/Interpreter be provided for the period indicated above.

Signature: Superintendent of Schools

Date

PERSON COMPLETING THIS FORM			
Name	Phone	Fax	Email