

P/P Certificate of Individual Request for
Loan of Textbooks, Instructional
Materials and Equipment

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Sample Letter to be Sent Home to Parents or Guardians

Dear Parent/Guardian:

State legislation authorizes the loan of textbooks, instructional materials, and equipment by the Secretary of Education to Pennsylvania children enrolled in kindergarten through grade 12 in non-public and private schools. Our school is now in the process of requesting specific textbooks, materials and equipment to be loaned to your child(ren). The state requires that a parent/guardian of each child attending the non-public or private school individually request a loan of textbooks, instructional materials, and equipment. Below is the individual request form. Please sign the form, date it, and return it to the school immediately.

Thank you for your continued assistance and cooperation.

Very truly yours,

Principal

***CERTIFICATE OF INDIVIDUAL REQUEST FOR LOAN OF TEXTBOOKS,
INSTRUCTIONAL MATERIALS AND EQUIPMENT***

I hereby request the loan of textbooks, instructional materials and equipment in accordance with the Pennsylvania School Code of 1949 for my child(ren) attending (NAME OF SCHOOL).

Signature: _____
(Parent or Guardian)

Date Signed: _____

This program is available only to Pennsylvania residents.

(This form is to remain on file at the school.)