

**MEMORANDUM – New Students**

TO: All Parents or Guardians  
FROM: Sister Regina IHM, Principal  
DATE: 2015-2016

RE: REQUEST FOR USE OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS

The PA state legislature authorizes the loan of textbooks, instructional materials and equipment by the Secretary of Education to Pennsylvania children enrolled in Kindergarten through Grade 12 in nonpublic and private schools. It is required, however, that a parent/guardian of each child attending a nonpublic or private school individually request a loan of the textbooks, instructional materials and equipment. We ask that you please sign the form below which we are required to keep on file while your child is a student in our school.

This program is available ONLY to Pennsylvania residents.

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*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 **St. Monica School**.

Name of child(ren) in school: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_