

QDA Internet Service Reimbursement Form

QDA students are eligible for Internet Service reimbursement of up to \$40.00 per month.

Please submit requests in a timely manner as we will only reimburse bills incurred over the last 12 months.

Name - As it should appear on the check - must be legal guardian/student (if over 18).

Student's Name

Full Mailing Address

Phone Number

Please check the months that correspond to your bills.

Aug Sept Oct Nov Dec Jan Feb Mar Apr May June July

REQUIREMENTS - Failure to follow the directions below will cause delays with your reimbursement.

Each bill (copies accepted) must be attached to this form and clearly show the following information:

The service period of the bill (Example: September 1st - September 30th).

The name and/or address of the customer (Name must be the guardian/student. Address must match the student's Proof Of Residency).

The bill must also include a line item that clearly shows Internet service. Please highlight or circle this line item.

Please submit **at least bills for three months or more** with this form.

Please mail this form and at least three months of bills to the following address:

QDA - ISP Reimbursement Request
400 Mill Ave. SE
Suite 901
New Philadelphia, Ohio 44663

Please allow four to six weeks for processing.

This form can be downloaded at: <http://lms.go2qda.org/files/isp.pdf>

QDA | For questions, please call 1-866-968-7032.