

2023-2024
ACADEMIC YEAR

GRAND TRAVERSE BAND OF OTTAWA AND CHIPPEWA INDIANS

Little Spirit Moon Department • 845 Business Park Drive • Traverse City, MI 49686
(231) 534-7760 or Fax (231) 534-7773



STUDENT SERVICES REQUEST FORM

_____	_____	_____	_____
Student Name	Grade	Birthdate	Tribal ID#
_____	_____		
Mailing Address	Home Telephone # or Cell Phone #		
_____	_____		
City/State/Zip Code	Mail to or Pick-up Location:		
_____	_____		
Parent/Legal Guardian Name	Parent's Email Address:		

PROGRAM REQUIREMENTS

- Student must have a completed Life-Long Learning **Pre-K- 12th Grade Enrollment Form** on file with program.
- Student must live in and attend school within the GTB six-county service area.
- Student must be enrolled in Pre-Kindergarten – 12th grade, age three years to 19 years.
- The Parent/Guardian requesting services must provide proof of legal custody of student.
- The Parent/Guardian must comply with program guidelines available on www.gtbindians.org.
- Student must be a GTB Tribal Member with a copy of their Tribal Identification on file with program.

PROGRAM SERVICES OPTIONS

- School Clothing Extra-Curricular¹ Driver's Education² Senior Expenses³ Gift Card⁴
- GIFT CARD (Note: Gift card transactions are sales taxable) - **Original receipts must be submitted.**
- REIMBURSEMENT - Shop at Store of your Choice - **Original Receipts must be submitted.**
- VENDOR (Purchase Orders only) - JC Penney - **Traverse City only.**

<p>DISTRIBUTION AMOUNTS: Pre-K to 4th grade = \$150.00 5th to 8th grade = \$200.00 9th to 12th grade = \$250.00</p>
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- ¹ Extra-Curricular: Distributed on a First Come First Serve basis until funds are depleted. Requests may be split between activities to the maximum distribution amount allowed per school year.
- ² Driver's Education: Distribution amount up to \$450 per student. One-time request per student.
- ³ Senior Expenses: Distribution amount up to \$300 per student. One-time request per student.
- ⁴ Extra \$30 will be added for backpack and school supplies.

FOR EXTRA-CURRICULAR, DRIVER'S EDUCATION, AND SENIOR EXPENSES REQUESTS - THE FOLLOWING INFORMATION MUST BE SUBMITTED:

1. Letter or Documentation confirming student participation from the coach / instructor.
2. Payment and/or reimbursement expectation e.g. copy of registration form, original receipt.

** I certify to the above information; any misuse or misrepresentation to the program may prevent future student service requests.*

** If student received gift card(s) and did not submit receipts, they are ineligible for future gift cards but are eligible for a purchase order or reimbursement; see Gift Card Program Guidelines.*

Parent/Legal Guardian Signature: _____ Date: _____