Home Based Education Reimbursement-Non-DoD Schools Program (NDSP)

Americas: NDSP.Invoices.Americas@hq.dodea.edu Europe: NDSP.Invoices.Europe@hq.dodea.eduPacific: NDSP.Invoices.Pacific@hq.dodea.edu
Telephone for Americas/Pacific/Europe: 571-372-0591 Fax: 571-372-1908

Student _____ **Sponsor** _____

Grade_____**SY**_____**Location (Country)**_____

Vendor (one completed form per vendor)_____

Grade Level	Subject Area/Book Title/Materials	Local Currency Amount	**Exchange Rate	U.S $ Amount
		Shipping		
		Tax		
		Total This Page		
		Grand Total		

I certify that this claim is true and correct to the best of my knowledge and belief that the payment or credit has not been received by me. All materials are age/grade appropriate and are for the sole purpose of the education of my child. Receipts for all items listed above are attached. Information required for all blocks. Only one student listed per form.

Parent/Sponsor Signature_____ **Date Signed**_____

****Enter exchange rate on the date invoice was paid (use http://www.oanda.com/currency/converter/ or rate listed on your bank/credit card statement).**

EFT Information Request must be on file prior to reimbursement being processed. (For DFAS Processing Only)