

**SAC AND FOX NATION
JOM EDUCATION PLAN
JOM REQUESTS OTHER THAN BASIC SCHOOL SUPPLIES**

Updated 12/21/15

All requests must be accompanied by a completed Sac and Fox Nation JOM Request for Services form. JOM applications must have a copy of the child's CDIB card attached and an invoice from the school.

Art Material: JOM will submit a Request for Payment (RFP) for up to twenty dollars (\$20.00) upon receipt of properly completed form and documentation. Parent or student can only request if Art Class is listed on student's class schedule. Teacher must provide a list of materials needed. Student must turn in a copy of the receipt(s) to the Sac and Fox Nation's Education Department. Only one (1) request per student per school year will be allowed.

Athletic Insurance: JOM will submit a Request for Payment (RFP) for thirty dollars (\$30.00) upon receipt of a properly filled out form. If insurance amount is greater than thirty dollars (\$30.00), the parent will be responsible for the balance. Only one (1) request per student per school year will be allowed.

Club Uniform: JOM will submit a Request for Payment/Purchase Requisition for fifteen dollars (\$15.00) upon receipt of vendor/school documentation. Only one (1) club uniform per student per school year will be allowed.

Home Econ Fee/Material: JOM will submit a Request for Payment (RFP) for twenty dollars (\$20.00) upon receipt of proper documentation. This fee can only be requested if Home Econ is listed on the student's class schedule. Teacher must provide a list of materials needed. Student must turn in a copy of the receipt(s) to the Sac and Fox Nation's Education Department. Only one (1) request per student per school year will be allowed.

Gym Uniform: JOM will submit a Request for Payment (RFP) for ten dollars (\$10.00) upon proper documentation from the school. JOM will not pay for generic shorts and t-shirts to be worn in gym class. This fee can only be requested if Gym Class is listed on the student's class schedule. School must submit a statement of gym uniform requirement. Only one (1) request per student per school year will be allowed.

Draft Fee/Material: JOM will provide a Request for Payment of twenty dollars (\$20.00) upon receipt of proper documentation. This fee can be requested only if Drafting Class is listed on the student's class schedule. Teacher must provide a list of materials needed. Student must turn in a copy of the receipt(s) for purchase(s) to the Sac and Fox Nation's Education Department. Only one (1) request per student per school year will be allowed.

Club Activity Fee: JOM will submit a Request for Payment/Purchase Requisition in the amount of ten dollars (\$10.00) upon receipt of proper documentation from the school. Only one (1) club activity fee per student per school year will be allowed.

Science Fair Project: JOM will submit a Request for Payment for Twenty Dollar (\$20.00) upon receipt of proper documentation/receipts to the Sac and Fox Nation's Education Department. Student must provide a description of the project and a list of supplies needed. Only one (1) request per student per school year will be allowed.

Academic Workshop: JOM will submit a Request for Payment upon receipt of proper documentation. Proper documentation consists of a letter from the teacher or school requesting the student be allowed to attend the workshop and any registration forms, brochures, or other pertinent information about the workshop. Students will only be allowed to attend one (1) academic workshop per school year and JOM will pay up to One Hundred Fifteen Dollars (\$115.00) toward the workshop fee.

Shop Fee/Material: JOM will submit a Request for Payment for Twenty-Five Dollar (\$25.00) upon receipt of proper documentation. Parent or student can only request if Shop Class is listed on the student's class schedule. Teacher must provide a list of the materials needed. Student must turn in a copy of the receipt(s) of the gift card purchase(s) to the Sac and Fox Nation's Education Department. Only one (1) request per student per school year will be allowed.

Vo-Tech Expense: JOM will submit a Twenty-Five Dollar (\$25.00) Request for Payment to the school, whichever is appropriate to the situation. Parent or student can only request if Vo-Tech is listed on the student's class schedule. Students must turn in a copy of the receipt(s) to the Sac and Fox Nation's Education Department. Only one (1) request per student per school year will be allowed.

Letterman Jacket: JOM will submit a Request for Payment/Purchase Requisition upon receipt of proper documentation. Documentation must be received from the school stating that the student is eligible to purchase a jacket and a vendor invoice must be provided. **Order forms will not be accepted as invoice.** JOM will provide Forty Dollars (\$40.00) toward the purchase of a letterman jacket only one (1) time per student. JOM will not pay for any monograms or sewing on of patches.

Workbook Fees: JOM will submit a Purchase Requisition/Request for Payment directly to the school upon receipt of an invoice from the school. JOM will pay up to Ten Dollars (\$10.00) per student for workbook fees.

Summer School: A letter must be provided from a school official stating that summer school is required for the student and must state the class or classes the student is required to take. Regardless of the number of classes a student must take, JOM will only pay up to One Hundred Fifteen Dollars (\$115.00) toward the cost of summer school.

Academic Summer Camp: Parent must submit all documentation regarding the summer academic camp including registration forms, brochures and any other pertinent information. JOM will pay up to Fifty Dollars (\$50.00) for only one (1) summer academic camp fee per student for the school year.

8th Grade Incentive: JOM will pay up to Thirty Dollars (\$30.00) toward a cap and gown or student portrait. **Parents must provide a copy of an invoice from the vendor** and JOM will make payment directly to the vendor. **Order forms will not be accepted as invoices.**

Senior Incentive: JOM will pay up to One Hundred Dollars (\$100.00) toward a cap and gown, senior portrait, graduation announcements or class ring. **Parents must provide a copy of an invoice from the vendor** and JOM will make payment directly to the vendor. Order forms will not be accepted as invoices. **Parents must provide a letter from the school verifying the student's graduation date, credit completion and transcript with school seal.**



Sac & Fox Nation

JOHNSON O'MALLEY/HIGHER EDUCATION/ADULT VOCATIONAL TRAINING

Education Department

920883 S. Highway 99, Stroud, OK 74079

Administration: Tel: (918) 968-3526

Learning Center: Tel: (918) 968-3526 * Fax (918) 968-0542

JOHNSON O'MALLEY PROGRAM

ENROLLMENT FORM

NOTICE: Proof of membership in a federally recognized tribe or proof of at least one-quarter (1/4) degree blood quantum of a tribe is required to be eligible for enrollment in the JOM Program. A copy of the student's tribal membership card or CDIB card must be provided. A **Request for Services (RFS)** is needed for any requested services.

PART 1: PROGRAM ENROLLMENT (To be completed by Parent or Guardian)

Student Name: _____ Grade: _____ DOB: _____

Name of Parent or Guardian: _____

Address: _____
(Street, PO Box, RT/City/ZIP)

Telephone (Home): () _____ Work () _____

Tribe: _____ Degree: _____ Other: _____

Parent/Guardian Signature _____ Date _____

PART II: STUDENT ENROLLMENT CONFIRMATION (To be completed by School Official)

I certify that the following information is correct to the best of my knowledge:

Student's Name: _____ Grade _____ Date Enrolled _____ School Year _____

School Official's Signature _____ School _____ Date _____

SCHOOL STAMP/SEAL REQUIRED



JOM OFFICE USE ONLY	
File Complete	_____
Process	_____
Date:	_____
Initials:	_____

**JOHNSON O'MALLEY PROGRAM
REQUEST FOR SERVICE FORM**

My child is requesting the following service from the Johnson O'Malley Program:

Student's name

Services Requested

School Name: _____

This is a requirement of the following class: _____

Instructor signature

Date

List of Materials Needed:

Parent signature

Date

- Subject to availability of funds.
- Incomplete forms will not be processed.