

MONTGOMERY COUNTY PUBLIC SCHOOLS
Outdoor Environmental Education Financial Assistance Request Form

The information requested on this form concerns only students who are in need of financial assistance and who are participating in the Outdoor Environmental Education Residential Program. Schools should keep a record of parent requests for assistance on file in the school and note that this information is subject to audit. This form will be retained by the Smith Center and the information will remain confidential. Keep a copy of this form as part of your school's outdoor education financial records!

Please complete one form for each session and e-mail the completed form to [your organizer](#), at the Smith Center before your school leaves for your Outdoor Environmental Education site.

Any adjustments to this Financial Assistance Request Form should be made before the end of the school's residential program. Any additional funds collected after the program must be remitted directly to MCPS Division of Controller with directions to credit the funds to the Outdoor Education account # 01.00000.000.00.410816.000000.0000.0000.00. (Deposit form attached)

School Name:		Principal:	
Dates of Program:		Session:	
Person Completing Form:		Date Submitted:	
Student Name	Amount of money paid by student toward outdoor education fee. If none, indicate as -0-	Student Name	Amount of money paid by student toward outdoor education fee. If none, indicate as -0-

Date Received by the Smith Center: