


Dear Parent/Guardian:

The Secretary of Education, pursuant to Section 9-923-A of the Public School Code, is authorized to purchase textbooks, instructional materials, and equipment, which may be loaned to all children residing in the Commonwealth who are enrolled in kindergarten through grade 12 in nonpublic and private schools. Our school is now in the process of requesting specific textbooks, materials and equipment to be loaned to your child(ren).

In order to participate in the program, a parent/guardian of each child attending the nonpublic or private school must individually request a loan of textbooks, instructional materials and equipment. The enclosed individual request form fulfills that requirement. Please sign the form, date it, and return it to the school immediately.

Thank you for your continued assistance and cooperation.

Sincerely yours,



Sr. Mary Ripp, SCC, Principal

Certificate of Individual Request For Loan of Textbooks, Instruction Materials and Equipment

I hereby request the loan of textbooks, instructional materials and equipment in accordance with the Pennsylvania Public School Code of 1949 for my child(ren) attending Our Lady of Port Richmond School.

List students below:

Student 1 Name: _____ Grade: _____

Student 2 Name: _____ Grade: _____

Student 3 Name: _____ Grade: _____

Student 4 Name: _____ Grade: _____

Student 5 Name: _____ Grade: _____

Parent Signature: _____ Date: _____

This program is available only to Pennsylvania residents.
(This form is to remain on file at the school)