



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

opi.mt.gov

TUITION REPORT
School Year 20____ - 20____

SECTION I: DISTRICT INFORMATION

District Name	
District Contact	District Contact Phone
District Address	City/State/Zip Code

SECTION II: RESIDENT STUDENTS ATTENDING OUT OF STATE

Student Name	State ID	Grade	Enrollment Start Date	Enrollment End Date	District Tuition Paid	OPI Approved Tuition**

SECTION III: RESIDENT STUDENTS ATTENDING DAY TREATMENT PROGRAMS

Student Name	State ID	Grade	Enrollment Start Date	Enrollment End Date	District Tuition Paid	OPI Approved Tuition**

SECTION IV: AGREEMENTS AND SIGNATURES

A. DISTRICT OF RESIDENCE

The above students are resident students attending in another district out-of-state for the year indicated and the district paid tuition for their attendance; OR
 The above students are resident students attending a day treatment program under an approved IEP at a private, non-sectarian school for the year indicated and the district paid tuition for their attendance.

Print Name of Board Chair: _____

Signature of Board Chair: _____ Date: _____

B. SUPERINTENDENT OF PUBLIC INSTRUCTION

Acknowledges receipt of the above agreement and authorizes payment for students approved under this agreement.

Print Name of OPI Representative: _____

Signature of OPI Representative: _____ Date: _____

C. COUNTY SUPERINTENDENT

The County Superintendent:
 Acknowledges receipt of this Tuition Report.

Print Name of County Superintendent: _____

Signature of County Superintendent: _____ Date: _____

Instructions:

1. District of Residence completes Sections I, II and III (attach copies of invoices for each student). Attach additional copies of Page 1 if necessary.
2. The Board Chair of the District of Residence completes Section IV. The District of Residence returns the Report to the Office of Public Instruction.
3. The Office of Public Instruction reviews the Report and determines the amount of tuition the District of Residence is entitled to and returns the Report to the District of Residence:
 - a. Out of State Tuition – 20-5-323(4), MCA
 - b. Day Treatment Tuition – 20-5-324(2)(b) and (c), MCA
4. The District of Residence sends a copy of the report to the County Superintendent.

**** Note:** Tuition payments are made for students enrolled in the district on either the Fall or Spring Count Date and the payment is *the lesser of* the amount of DSA the district would have been eligible for had the student been enrolled in the district or the amount of district tuition paid.

This document contains confidential information. The OPI's Student Records Confidentiality policy requires the safeguarding of all student records. Forms submitted to the OPI should be clearly marked "Confidential" on the envelope.