

# Auxiliary Services Request Form

## Equipment, Materials, Services and Textbooks Request

Public districts may substitute their own forms that meet the requirements of the Auxiliary Services Request Form.

Public District	
Nonpublic School	
Nonpublic School IRN	
Date of Request	

- Clerical or supervisory personnel
- Computer, instructional materials
- Diagnostic psychological services
- English learners
- Guidance, counseling or social work services
- Instructional equipment
- Library materials
- Life-saving medical or other emergency equipment
- Mobile unit
- Physician, nursing, dental or optometric services
- Programs for students with disabilities or gifted students
- Remedial services (certificated personnel)
- Security personnel
- Speech and hearing diagnostic services
- Standardized tests and scoring services
- Textbooks, digital texts
- Therapeutic psychological or speech and hearing services

### Description for request:

*Requests for equipment, materials, services and textbooks must adhere to Ohio Revised Code 3317.06 and 3317.024. Property purchased by a public district with auxiliary services funds is the property of the public district. Any property purchased with auxiliary services funds must be labeled "Purchased with State Auxiliary Services Funds, Property of Public District Name." Nonpublic schools are responsible for documentation of materials and equipment loaned to students or their parents.*

Nonpublic School Administrator: \_\_\_\_\_  
Signature Nonpublic Administrator: \_\_\_\_\_  
Date: \_\_\_\_\_