



# PRE-APPROVAL FORM for REIMBURSABLE PURCHASES

401 E. Fireweed Lane, Suite 100  
 Anchorage, AK 99503  
 (907) 742-3700 | Fax:(907) 742-3710

PARENT/GUARDIAN: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

*Use this form for pre-approval of any item that exceeds the \$199.99 spending limit on supplies, non curricular items, or items that may be considered questionable to purchase with public school funding. Your request will be evaluated as soon as possible and you will be notified as to which items have been approved or denied. Without this signed pre-approval form, your purchases may not be reimbursed. Please be aware than any item exceeding the \$199.99 spending limit is considered non-consumable, remains the property of FPCS and the District. Items need to be bar coded and must be returned upon completion of the course the item(s) were purchased for.*

STUDENT	ITEM	COST	SOURCE OF PURCHASE	COURSE
Educational Purpose and Justification:				

STUDENT	ITEM	COST	SOURCE OF PURCHASE	COURSE
Educational Purpose and Justification:				

STUDENT	ITEM	COST	SOURCE OF PURCHASE	COURSE
Educational Purpose and Justification:				

\_\_\_ Approved \_\_\_ Denied

\_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

Signature: FPCS Principal