

BILLING INVOICE

Contractor Reimbursement for Paid Training

Employers who provide paid training to new driver trainees, re-certifying "S" holders, or Out-of-State "S" transfers must complete the reimbursement for paid training invoice. Reimbursement is up to 135 hours for a new "S" trainee and 67.5 hours for a re-certifying "S" holder or Out-of-State transfer.

Name of Trainee:	
Trainee's Employer:	

Complete only one table below based on the trainee's status of new "S" trainee or re-certifying "S" trainee/Out-of-State "S" transfer.

New "S" Trainee Reimbursement	
Start Date of Training	
Last Date of Training	
Date Received "S" Endorsement	
Number of Hours	135 hours max
Hourly Rate (\$15) + OEC =	\$20.01
Total Reimbursement (Hours x Hourly Rate)	

Re-certifying "S" Trainee or Out-of-State Transfer Reimbursement	
Start Date of Training	
Last Date of Training	
Date Received "S" Endorsement	
Number of Hours	67.5 hours max
Hourly Rate (\$15) + OEC =	\$20.01
Total Reimbursement (Hours x Hourly Rate)	

My signature below attests that I have provided paid training to my trainee employee in the amount of the requested reimbursement or I will pay out the amount requested to my trainee employee once received. My trainee has completed all required credentialing requirements and has accepted school bus driver employment with my company.

Employer Company Name (print):	
Employer Representative Name (print):	
Employer Representative Signature:	
Date of Submission:	

Please return this form upon completion of training to your District Transportation Supervisor, who will sign and forward to DDOE.

DISTRICT TRANSPORTATION SUPERVISOR Signature

DATE