



Email: WFLHelp@aiu3.net
 Phone: 412-394-4996
 Fax: 412-394-5892
 Address: 475 E. Waterfront Drive,
 Homestead, PA 15120

DATE: July 17, 2019
 SUBJECT: **INTERNET REIMBURSEMENT**

The Allegheny Intermediate Unit will reimburse the families of 2019-2020 Waterfront Learning students **utilizing program hardware** for home Internet access service charges, **one per household**, commencing with the student's effective enrollment date. The maximum reimbursement per family is **up to \$35.00** per month and is payable quarterly. If your Internet is a part of a package by your provider, you will be reimbursed for the portion of the bill that is for the **Internet service only** not to exceed the \$35 limit.

The reimbursement schedule for the 2019-2020 school year is below. The Internet Reimbursement Form must be received by the due date to receive the quarterly reimbursement. Unfortunately, late submissions to Waterfront Learning will **NOT** be processed. *Please allow at least 30 days from the deadline for process and reimbursement of payment.*

Quarter	Reimbursement Paperwork Due No Later Than:	Months of Internet Service
1	November 8, 2019	August, September, October
2	February 7, 2020	November, December, January
3	May 8, 2020	February, March, April
4	June 12, 2020	May, June

To receive the quarterly reimbursement, families must submit the attached Internet Reimbursement Form along with a copy of the Internet provider statement for each month of desired reimbursement. Please see below for what your statement **must** include:

- Account holder's name
- Account number
- Proof of Internet service
- Internet service dates (example below)
*This **is not** the Bill Date at the top of the bill*
- Breakdown of service fees if bundled (example below)

Service Dates Example:

Bill Date: April ~~2017~~

Breakdown of Bundled Service Fees:

Account Summary

Previous Period		
Previous Balance	158.93	
Payment Received - Thank You	-158.93	4/10
Balance Forward	\$0.00	
Charges		
Fios Internet, TV & Phone Bundle	109.99	4/28 - 5/27
Additional Services & Equipment	25.98	4/28 - 5/27
Fees & Other Charges	19.93	
Total Due by May 22	\$155.90	



Your Discounts

	Price	Your Discounts	Amount You Pay
Bundle Discounts			
Fios Internet 15/15	30.00	-15.00	15.00
Fios TV Extreme HD	69.99	-5.00	64.99
Fios Digital Voice Unlimited	30.00		
Bundle Price	\$129.99	-\$20.00	
Additional Services & Equipment Discounts			
Rent: HD Set-Top Box	12.00	-2.00	
Discounts This Month		-\$22.00	

Discounts have been applied to the Total Due shown on page 1.





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2019-2020 Internet Reimbursement Form

Limit one form per household

Student Name: _____ District: _____			
Enrollment Date: _____		Withdrawal Date: _____	
Reimbursement check payable to: _____			
Address	City	State	Zip

Please attach the monthly Internet service provider statement(s) and indicate the months of service for reimbursement below.

Submit to Waterfront Learning via email, fax, or mail no later than the due dates listed below:

Quarter	Reimbursement Paperwork Due:	Months of Internet Service	Months Requested for Reimbursement
1	November 8, 2019	August, September, October	
2	February 7, 2019	November, December, January	
3	May 8, 2020	February, March, April	
4	June 12, 2020	May, June	

By signing below, I certify that the above Internet services were incurred by me in the fulfillment of my agreement with Waterfront Learning and they do not include any personal expenses. Waterfront Learning reimburses a maximum of \$35/month payable quarterly.

Parent/Guardian Signature: _____ Date: _____

FOR OFFICE USE ONLY

Amount Authorized \$ _____

Program Approval _____

For questions or concerns regarding the Internet reimbursement policy or procedure, please contact WFLHelp@aiu3.net or 412-394-4996.