

Worksheet 960 - EDA - Education Allowance Worksheet

EDA - Education Allowance Worksheet (DSSR 270)

Allowable expenses under the Education Allowance may be computed here to process a claim on the SF-1190. This worksheet is reproducible locally. See guidelines on the reverse of this page.

Employee's Name (Last, First, MI)		Agency	Date		Grant Number			
Name of Child/Date of Birth (mm/dd/yy)	Name and Address of School	At-post*	Away-from-post*	Home study*	U.S. Grade Equiv.	Date Child Enters School	Date Child Leaves School	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								

\*Methods of education described on reverse side of worksheet

	Child 1	Child 2	Child 3	Child 4	Child 5	Child 6	Child 7	Child 8
Basic tuition								
Necessary electives								
Books and supplies								
Local transportation (At-post only)								
AP or IB exam fees (see DSSR 271i)								
Away-from-post transportation								
Room and board (Away-from-post)								
<b>Subtotal</b>								
One-time fees								
English as a second language								
Supplementary instruction								
<b>Total</b>								
Home study/Private Instruction (Grades K-12)								

Remarks: Include exchange rate used if costs in local currency. Area for prorating allowance if necessary (DSSR 274.22f) and for figuring local transportation when private car or carpool used (DSSR 277.1f)

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Employee must choose one of the three methods of education: (1) At-post (2) Away-from-post or (3) Home study/Private Instruction.

(DSSR 276.3) Education allowances shall not be paid for a child in the U.S. who (1) has a parent in the U.S. (unless divest of custody); (2) is under Separate Maintenance Allowance or (3) has traveled to the U.S. under educational travel within the past 12 months.

**(1) School at-post (DSSR 277.1)** Allowance rates in DSSR 920, column 5

If “At-post” and “Away-from-post” allowances in DSSR 920 **are the same**, the school at post is considered **adequate**.

**Allowable expenses:**

- Basic tuition
- Necessary electives
- Books and supplies normally provided free of charge in U.S. public schools
- Required fees (one-time fees limited to base school; see DSSR 272.3 when limit is reached)
- Local transportation
- Supplementary instruction reimbursement (see DSSR 274.12a and 276.9 for details)

**(2) School Away-from-post (DSSR 277.2)** Allowance rates in DSSR 920, column 5

. If “At-post” and “Away-from-post” allowances in DSSR 920 **are not the same** (i.e., “away” is higher), the school at post is considered **inadequate**.

**Allowable expenses:**

- Basic tuition
- Necessary elective courses
- Books and supplies normally provided free of charge in U.S. public schools
- Required fees
- Room and board (277.2b)
- Periodic transportation to/from post during school closings (277.2c)

**(3) Home Study/Private Instruction (277.3)**

- Grades K through 8 are based on the Calvert School, Baltimore, Maryland
- Grades 9 through 12 are based on the University of Nebraska
- Current rates are in 274.12b
- Rates are set to include all necessary curriculum costs

**Special Needs Education Allowance (276.8)**

Current “At-post” and “Away-from-post” rates are in 274.12c. See 276.81 when costs exceed maximum.

Rates are not the same as “At-post” and “Away-from-post” listed in DSSR 920

Documentation at post must include Individual Education Plan (IEP)

or Individual Family Service Plan (IFSP) which delineates educational requirements

