



Comanche Nation Youth Services
P.O. Box 908 Lawton, OK 73502
Telephone: (580) 492-3288 Fax: (580) 699-7242
Email: studentservices@comanchenation.com

CN Youth Services Pre-K-12 Clothing Assistance Guidelines

Please read carefully before completing application and print clearly.

Educational Assistance Mission

The Youth Services Program will provide assistance with meeting the school needs of Comanche Tribal enrolled children in Pre-Kindergarten through 12th grade.

Eligibility

Student(s) must be enrolled with the Comanche Nation. *Pending enrollment will not be accepted.*

Student(s) must be enrolled in public, homeschool, private, charter or boarding school.

Student(s) must be enrolled in Pre-Kindergarten (turning 4 on or before Sept. 1st) through 12th grade (students older than 19 years will not receive assistance).

Homeschool Students

Current school year (2023-2024) homeschool curriculum receipts are to be submitted with application. If student is homeschooled via online charter or virtual academies, a letter on official letterhead is required.

Application Process

Parent/Guardian applying for the child must be the legal/custodial parent, legal guardian or caseworker at the time application is being submitted.

The parent/guardian must submit a new application (one per household) each school year.

It is the policy of CN Youth Services that all information regarding the status of the application will be given only to the legal parent or guardian of the student unless otherwise stated.

All completed applications are to be submitted by mail, fax, email, or Comanche Nation Student Services web page: comanchenation.com, once there go to "Departments" then to "Education Center" then to "Student Services."

Please include the following documents, per student, with completed application:

- Tribal enrollment card or letter.
- Report Card for the previous school year (will accept progress report or awards) or form letter completed by student's school official or a class schedule for middle and high school students.
- Legal documents (custody order, power of attorney, etc.) stating legal custody/guardianship of the student, if applicable. **Only if documents have not been previously submitted.**

Incomplete applications **WILL NOT** be accepted.

Completed (with required documents) applications are processed by date received.

Assistance will be given in a form of a Visa Gift Card for the purchase of clothing and/or school supplies.

Handle gift card(s) as if it were personal credit card, check or cash. Lost or stolen cards cannot be replaced.

Valid ID is required upon card pickup.

The following are not permitted: consumable items such as foods/drinks, gas, cell phones, phone cards, game cards and/or music cards, make-up, body sprays/colognes, purses and accessories (jewelry, etc.). Alcohol, tobacco, drugs and/or paraphernalia purchases will result in future loss of services.

Receipts

Receipts are to be returned to the Program Office by walk-in, mail, fax or email. Failure to send in receipts will disqualify the applicant for future assistance.

High School Seniors

High school seniors will receive assistance towards the purchase of senior expenses such as cap, gown, announcements and senior portraits, etc. Assistance will be given in the form of a Visa Gift Card.

Please note the following:

- **Fraudulent information and/or fraudulent spending of gift card are subject to ineligibility of assistance in the future.**
- **Student information may be shared with other Comanche Nation Educational Programs.**

Comanche Nation has a ZERO TOLERANCE policy in place. "Our staff has a right to carry out their work in a safe environment. Violence, foul language, and/or abusive behaviors are not acceptable on these premises. Verbal threats or acts of violence toward staff, associates, or visitors will not be tolerated and may result in denial of services and/or may result in prosecutions. By Executive Order of the Comanche Nation Business Committee, December 7, 2019"

"Comanche Strong ~ Stronger Together"



Comanche Nation Youth Services

Pre-K -12 Clothing Assistance Application

PO Box 908 Lawton, OK 73502

T: (580) 492-3288 F: (580) 699-7242 E: studentservices@comanchenation.com

Student Name: _____, _____
Last Name First Name & Middle Int.

Comanche Tribal Roll No. _____ Birthdate: _____ Female: _____ Male: _____

Grade: _____ School: _____ Special Needs Student? _____

Are there other school age children in the home? Yes _____ No _____ if yes, please list students last name, first name, Comanche Tribal Roll #, school & grade below:

_____ Comanche Tribal Roll # _____

School _____ Grade _____

_____ Comanche Tribal Roll # _____

School _____ Grade _____

_____ Comanche Tribal Roll # _____

School _____ Grade _____

Please list any additional students on back.

Legal Parent/ Guardian: _____

Custody: Legal Parent _____ Legal Guardian _____ Foster Parent _____ Caseworker _____ Other _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____

Telephone: _____ Message Telephone: _____

Email: _____

The information I have provided is true and accurate. I have read and agree to comply with the program guidelines. I understand that all information pertinent to services requested are subject to verification.

Signature of Parent/Legal Guardian

Date