

FEE WAIVER APPLICATION (SECONDARY)

- Please read the School Fees Notice (Grades 7-12) before completing this application.
- If a school receives verification that a student is eligible for fee waiver, all fees must be waived for that student.
- All information on this application will be kept confidential.

STUDENT INFORMATION:

Name of Student: _____ Student #: _____
 Street Address: _____ City, Zip Code: _____
 School: _____ Grade Level: _____
 Name of Parent/Guardian: _____ Phone Number: _____

BASIS FOR FEE WAIVER:

Please check the eligibility that applies (only 1 is needed)*	Verification to submit:
1. Family receives TANF/FEP (Temporary Assistance for Needy Families or Family Employment Program), financial assistance or food stamps	• Benefit verification from the Utah Department of Workforce Services for the period for which the fee waiver is sought which may be in the form of an electronic screenshot of eligibility determination or status.
2. Student receives Supplemental Security Income (SSI, QUALIFIED CHILD WITH DISABILITIES)	• Benefit verification documents from the Social Security Administration.
3. Student qualifies for McKinney-Vento.	• Verified through the McKinney-Vento liaison.
4. Student is in Foster Care (under Utah or local governmental supervision)	• The youth in care required intake form and school enrollment letter, provided by a case worker from the Utah Division of Child & Family Services or the Utah Juvenile Justice Department.
5. Student is in State Custody	
6. Student is eligible based on family/household income verification. Total Household Members: _____ Total Household Income: \$ _____	Family income verification in the form of tax returns, pay stubs, or income statements. (see page 2)

*Please note: The school will require you to provide verification of eligibility. Please attach your verification documentation to this form when you give this application to your school. The only exception is eligibility or McKinney-Vento.

If none of the above apply but you wish to apply for fee waivers because of other extenuating circumstances, please state the reason(s) for the request. _____

Window for Application of Fee Waiver

- A parent/guardian must apply for a fee waiver within thirty (30) school days after the first day of school.
- A student who enters the school any time during the school year also has thirty (30) school days in which to apply for a fee waiver.
- A student whose family has a financial emergency caused by job loss, major illness, or other substantial loss of income, has thirty (30) school days from the qualifying event in which to apply for a fee waiver. In this case only those fees assessed after application has been made will be waived. Fees paid previously will not be reimbursed.

Please give this application to the Principal or Assistant Principal when it is complete. All fee payments will be suspended until the school has decided if your student is eligible for fee waivers. You will then be given notice of the decision. If your student is eligible for a waiver, the school cannot require you to complete service, agree to an installment payment plan, or sign an IOU in place of a waiver.

I HEREBY CERTIFY THAT THE INFORMATION AND ATTACHED DOCUMENTATION I HAVE PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE _____ PARENT/GUARDIAN SIGNATURE _____

COMPLETE THIS PAGE ONLY IF OPTION #6 WAS SELECTED UNDER THE BASIS FOR FEE WAIVER SECTION

INCOME VERIFICATION FOR ALL HOUSEHOLD MEMBERS:

(Required for students who do not qualify based on a special category.)

Household income is determined by adding all household income from all sources and then comparing it to the number of people in the household. A household is a group of related or unrelated individuals who are not residents of an institution or boarding house but who are living as one economic unit. This means they generally reside in the same house and share expenses such as rent, utilities and food.

List all income before deductions in the appropriate column(s).

Name:			Earnings from Work (before deductions)	Pension/Retirement Social Security	Welfare, Alimony, Child Support, Other Income	Total Per Person
Last	First	Middle Initial	Monthly Income	Monthly Income	Monthly Income	Total Monthly Income
1			\$	\$	\$	\$
2			\$	\$	\$	\$
3			\$	\$	\$	\$
4			\$	\$	\$	\$

EXAMPLES OF INCOME:

Earnings from Work	Pension/Retirement, Social Security	Welfare, Alimony, Child Support	Other Income
Wages, salaries and tips, strike benefits, unemployment comp., workers' comp, net income from self-owned business or farm	Pensions, supplement, security income, retirement payments, Social Security Income (including SSI a child receives)	*TANF payments*, welfare payments, alimony, and child support payments	Disability benefits; cash withdrawn from savings; interest & dividends; income from estates, trusts, and investments, regular contributions from persons not living in the household; net royalties and annuities; net rental income; any other income

Receipt of TANF assistance automatically qualifies one for fee waiver eligibility. No further proof of income is needed. Please review Basis for Fee Waiver section and submit application under TANF eligibility.

INCOME ELIGIBILITY GUIDELINES

For School Year:

July 1, 2022 - June 30, 2023

Household Size	Yearly	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	17,667	1,473	737	680	340
2	23,803	1,984	992	916	458
3	29,939	2,495	1,248	1,152	576
4	36,075	3,007	1,504	1,388	694
5	42,211	3,518	1,759	1,624	812
6	48,347	4,029	2,015	1,860	930
7	54,483	4,541	2,271	2,096	1,048
8	60,619	5,052	2,526	2,332	1,166
For each additional family member, add:	6,136	512	256	236	118

