

School Fees Poster for Families of Students in Grades 7-12



HELP IS AVAILABLE IF YOU CANNOT AFFORD TO PAY SCHOOL FEES.

State law requires schools to ensure that a fee waiver or other provisions in lieu of a fee waiver is available to any student whose parents are unable to pay a fee.

ALL SCHOOL FEES ARE SUBJECT TO WAIVER.

Who Is Eligible To Have Fees Waived?

A student may be eligible to have fees waived if ONE of the following applies:*

- the student's family receives TANF (*food stamps or State Family Employment Program*)
- the student receives SSI (*Supplemental Security Income*)
- the student is designated McKinney-Vento
- the student is in foster care
- the student is in state custody
- the student is eligible based on family/household income (*the levels match those of free lunch eligibility*)

**A student may also be eligible for fee waivers if they do not meet any of these standards but are still unable to pay a fee. Please see the local school or district policy for more information.*

How Can We Apply For Fee Waivers?

A student or parent may apply for waiver of fees by:

- completing a fee waiver application
- submitting the completed application to the school
- providing documentation of fee waiver eligibility.
(*See the Fee Waiver Application for required documentation*)

State law requires schools to verify eligibility for fee waivers. The school will record the eligibility documentation received and whether it met the eligibility requirements and a Decision and Appeal form will be sent to the student. Once recorded, copies of the eligibility documentation will not be kept on file by the school.

How Will A Waiver Impact Student Participation In School Activities?

If a student is eligible for fee waivers, **ALL fees must be waived**. This includes fees for registration, books, classes, sports, clubs, drill teams, trips, gate fees, uniforms, activity cards, lockers, extracurricular activities, team summer camps, etc.

If a student qualifies for fee waiver, the school may not require that student to work instead of receiving a waiver, or ask them to pay the fee in installments.

A school may not share a student's fee waiver status with anyone that does not have a need to know.

No school may raise, lower, or withhold grades, or withhold report cards, school records, class schedules or participation during the regular school day to enforce payment of school fees.

To find out more, contact your student's school, visit your school's website, or visit the state school fees website (<https://schools.utah.gov/schoolfees>).



Questions, Comments, or Concerns? Contact the state School Fees team at schoolfees@schools.utah.gov.

Utah State Board of Education School Fees Team

Revised March 2022

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Fee Waiver Application

Grades 7-12



- 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 #: _____

Address: _____

School: _____ Grade level: _____

Name of parent: _____ Phone number: _____

Basis for Fee Waiver:

Please check the eligibility that applies: (only 1 is needed)		Verification to submit: *
<input type="checkbox"/>	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.
<input type="checkbox"/>	2. Student receives Supplemental Security Income (SSI, QUALIFIED CHILD WITH DISABILITIES)	• benefit verification documents from the Social Security Administration.
<input type="checkbox"/>	3. Student qualifies for McKinney-Vento.	• verified through the district or charters McKinney-Vento Liaison.
<input type="checkbox"/>	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 and Family Services or the Utah Juvenile Justice Department.
<input type="checkbox"/>	5. Student is in State Custody	
<input type="checkbox"/>	6. Student is eligible based on family/household income verification. Total Household Members: _____ Total Household Income: \$ _____	• family income verification in the form of income statements, pay stubs, or tax returns. (Please complete page 2.)

*Please note: The school may 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 for 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: _____

(Please attach an additional page if needed.)

Please give this application to the Principal/School Director or School Fee Administrator 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'S 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	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 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