

Central School District #104
O'Fallon, IL

Waiver of Student Registration/Textbook Fee

Registration fees for textbooks and other instructional materials are waived for students who meet the eligibility criteria for a fee waiver as described in Board Policy 4.140 (Waiver of Student Fees). Students receiving a fee waiver are **not** exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

A student shall be eligible for a fee waiver when the student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the **federal free meals program**.

- 1. As parent/guardian, I do hereby certify to Central School District #104 that **I am eligible** for a fee waiver as my household meets the same income guidelines, with the same limits based on household size, that are used for the **federal free meals program**.

Name and Grade Level of Students enrolled at Central School District #104

- 1. _____ 2. _____
- 3. _____ 4. _____

- 2. As parent/guardian, I do hereby certify to Central School District #104 that **I am NOT eligible** for a fee waiver as my household does not meet the same income guidelines, with the same limits based on household size, that are used for the **federal free meals program**. However, I have one of the following factors that should be considered:

- Illness in the family; or
- Unusual expenses such as fire, flood, storm damage; or
- Unemployment; or
- Emergency situations; or
- One or more of the parents/guardians are involved in a work stoppage.

If you check one or more of the items under #2, then please provide a written explanation.

The Superintendent or designee may require family income verification at the time an individual applies for a fee waiver and anytime thereafter but not more often than once every 60 calendar days. If a student receiving a fee waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

Under penalty of perjury, I do further certify that the information provided on this waiver request is true and correct and that I will notify the Superintendent's office of any change in the circumstances supporting this waiver request.

Parent/Guardian Printed Name

Parent/Guardian Signature

Date

Reviewed by: _____

Approval granted: _____

Approval denied: _____ Reason: _____