

**LETTER TO HOUSEHOLDS  
WAIVER OF PARTICIPATION FEES  
2017 - 2018**

Dear Parent/Guardian

The Platteville Public Schools charge a student fee for registration, participation in extra curricular activities (See attached Extra Curricular Activities) and in unique instances for special supplies and materials. Refer to Policy JN-R for the most recent fee schedule.

If your total household income is the same or less than the amounts on the Income Chart below, student fees may be waived. Foster children are eligible for waiver regardless of the foster parent's household income.

The following income chart is used as a guide when determining eligibility for fee waiver. Waivers will be granted only after the application form has been completed and approved by school officials. If you believe you are eligible for fee waiver, submit the completed

FEDERAL ELIGIBILITY INCOME CHART For School Year 2017-2018			
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	22,311	1,860	430
2	30,044	2,504	578
3	37,777	3,149	727
4	45,510	3,793	876
5	53,243	4,437	1,024
6	60,976	5,082	1,173
7	68,709	5,726	1,322
8	76,442	6,371	1,471
Each additional person:	7,733	645	149

APPLICATION TO WAIVE FEES form to the school principal.

**Verification** - Your eligibility may be checked at any time during the school year. School officials may ask you to send papers to demonstrate your eligibility for the waiver of extra curricular participation fees.

**Fair Hearing** - You may talk to school officials if you do not agree with the school's decision on your application or the results of verification. You may also ask for a fair hearing. You may do this by calling or writing: District Office, 780 North Second Street, Platteville, WI. 53818 - Telephone (608) 342-4000.

**Reporting Changes** - If your children are eligible for the extra curricular fee waiver because of your income, you must tell the school if your household size decreases or your income increases by more than \$50 per month or \$600 per year. If you lose your eligibility for W-2 or food stamps you must notify the school of the change. You may still be eligible, but you must fill out another application providing up-to-date income information.

**Confidentiality** - School officials use the information on the application only to decide upon your eligibility for waiver of extra duty participation fees.

**Reapplication** - You may submit an application at anytime during the school year. If you are not eligible now but you have a change such as a decrease in household income, an increase in household size, become unemployed or get W-2 or food stamps for your children, complete an application then.

**Non-Discrimination** - The Platteville School District shall not discriminate on the basis of age, race, religion, sex, sexual orientation, marital/parental status, national origin, or disability.

You will be notified when your application is approved or denied.

Sincerely

Building Principal

# Application to Waive Fees - Platteville School District

## Children in School

Names of children in school	School Name	Grade	Check if applicable
			Foster child__ Migrant__ Homeless__
			Foster child__ Migrant__ Homeless__
			Foster child__ Migrant__ Homeless__
			Foster child__ Migrant__ Homeless__
			Foster child__ Migrant__ Homeless__
			Foster child__ Migrant__ Homeless__

## Total Household Gross Income/Gross income & sources: how much and how often

List names in household	Work earnings before deductions	Welfare, alimony, child support	Pensions, Social Security	All other income
Example: Jane Smith	\$200 / weekly	\$100 / weekly	\$200 / monthly	\$0 /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
	\$ /	\$ /	\$ /	\$ /
Household Total:	\$ /	\$ /	\$ /	\$ /

## Official Office Use Only/Principal check as applicable:

Waiver status/Signatures:

\_\_\_\_\_Approved \_\_\_\_\_Denied

Principal \_\_\_\_\_

Admin \_\_\_\_\_

This is confidential information exclusively for use by the school officials to determine waiver eligibility.

*The Platteville School District shall not discriminate on the basis of age, race, religion, sex, sexual orientation, marital/parental status, national origin, or disability.*

## Attest: Parent/Guardian must complete

*I certify (promise) that all information on this application is true and that all income is reported. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, the fee will be reinstated and that I may be prosecuted.*

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_