



Wayne K. Issa
Principal

August 24, 2016

Dear Parent/Guardian,

As you know, Foreman High School assesses a fee every year to cover the costs of our curricular and extracurricular programs. These fees go towards textbooks, instructional materials, field trips, and graduation costs, among other things. An itemized list of the fees has been approved by the Local School Council and was sent home to you on June 10, 2016.

Parents/guardians of students who are STLS, low income, or experiencing extenuating financial circumstances may apply for a waiver of these fees. Parents/guardians qualifying for waiver may still choose to contribute a portion of the annual fee if they have the ability to do so.

If you would like to request a fee waiver, please complete the bottom portion of this form and return it to the school's main office by September 16, 2016. We will consider your application and notify you by letter if it is denied within 30 days.

If you qualify for a fee waiver, the instructional fees on your account will be waived. You may still be responsible for additional charges (such as fines for overdue library books and lost textbooks) or charges for optional items (such as class rings and yearbooks).

Please feel free to contact me with any questions or concerns.

Sincerely,

Wayne K. Issa
Principal

Instructions: Check one of the boxes below and return to the school's main office by September 16, 2016.

1. **I request a waiver** of my student's instructional fees for the 2016-2017 school year on the following basis (check one):

Student in Temporary Living Situation

Low Income

Extenuating Circumstances - provide supporting documentation along with this form

2. **I do not request a waiver** of my student's instructional fees for the 2016-2017 school year

Print Student Name

Student ID

Grade

Print Parent/Guardian Name

Date

"Your Neighborhood School of Choice"



Wayne K. Issa
Principal

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Estimado padre/tutor legal,

Como usted sabe, Foreman evalúa todos los años las tarifas a pagar para cubrir los costos de nuestros programas curriculares y extracurriculares. Ese dinero cubre los libros de texto, materiales de instrucción, viajes de estudio y costos de la graduación, entre otras cosas. Una lista detallada de los precios ha sido aprobada por el Concilio Escolar Local y acompaña esta carta.

Los padres/tutores legales de estudiantes que son STLS, de bajos ingresos o que pasan por circunstancias financieras difíciles, pueden solicitar una dispensa en el pago de las tarifas. Los padres/tutores legales que califican para una dispensa igualmente pueden escoger contribuir con una parte del costo anual si están en condiciones de hacerlo. Si usted desea solicitar una dispensa en el pago de las tarifas, por favor llene la porción de abajo de este formulario y entréguela en la oficina de la escuela hasta el **Septiembre 16, 2016**. Vamos a considerar su solicitud y a notificarlo por escrito si es negada, en un plazo de 30 días.

Si usted califica para la dispensa, los gastos de instrucción serán eliminados de su cuenta. Usted puede ser igualmente responsable de gastos adicionales (tales como multas por la no devolución de libros en la biblioteca o libros de texto extraviados), o por el costo de ítems opcionales (tales como el anillo de clase y anuarios).

Por favor, siéntase libre de contactarme con cualquier pregunta o preocupación.

Atentamente,
Wayne K. Issa
Director(a)

Instrucciones: Señale una de las cajas de abajo y devuelva a la oficina de la escuela hasta el **Septiembre 16, 2016**.

- Solicito una dispensa** del pago de las tarifas de instrucción de mi estudiante para el año escolar 2016-2017, debido a lo siguiente (señale uno):
 - Estudiante en Situación Temporal de Vivienda (STLS)
 - Bajos ingresos
 - Circunstancias difíciles - ofrezca documentación de apoyo junto con este formulario
- No solicito la dispensa** del pago de las tarifas de instrucción de mi estudiante para el año escolar 2016-2017

Nombre del estudiante en imprenta ID del estudiante Grado

Nombre del padre/tutor legal en imprenta Fecha



School Fee Waiver Form

SCHOOL: Foreman College & Career Academy UNIT: 46131 AREA: 3

Parents, please complete this entire form and return to the school.

I, _____, parent (or legal guardian) of
the student _____ with date of birth _____,
hereby request a waiver of fees for the Student Fees (\$120.00) Activity
for the period from Sept. 6, 2016 to June 30, 2017 because I am unable to afford to pay said fees.

| FAMILY INFORMATION | | |
|--|---|---------------------------|
| Family Size: | Adults (over 18) _____ | Children (under 18) _____ |
| Family income from all sources: | Source: _____ | Income: _____ |
| | Source: _____ | Income: _____ |
| | Source: _____ | Income: _____ |
| Number of children currently in school: _____ | Number of children currently eligible for free breakfast or free lunch program: _____ | |
| Any factors or expenses temporarily affecting family income: | _____ | |
| Other (explain inability to pay fees): | _____ | |

I certify that the above statements are true and correct:

Signature: _____ Date: _____

Address: _____

Printed Name: _____ Phone: _____

DEADLINE FOR SUBMITTING WAIVER & DOCUMENTATION IS: OCTOBER 31, 2016. PLEASE SEE REVERSE SIDE FOR REQUIRED DOCUMENTATION WHEN SUBMITTING THE WAIVER.

for review with the waiver form. **DEADLINE FOR DOCUMENTATIONS TO BE SUBMITTED TO FOREMAN is October 31, 2016.**

Acceptable papers include:

Jobs: paycheck stub or pay envelope that shows the amount and how often pay is received or letter from employer stating gross wages and how often they are paid; or business or farming papers, such as ledger or tax books.

Social Security, Pensions, or Retirement: Social Security retirement benefit letter, statement of benefits received, or pension award notice.

Unemployment, Disability, or Worker's Comp: Notice of eligibility from State employment security office, check stub, or letter from Worker's Compensation.

Welfare Payments: Benefit letter from welfare agency.

Child Support or Alimony: Court decree, agreement, or copies of checks received.

Other income (such as rental income): Information that shows the amount of income received, how often it is received, and the date received.

No income: A brief note explaining how you provide food, clothing and housing for your household, and when you expect an income.

Military Housing Privatization Initiative: Letter or rental contract showing that your housing is part of the Military Housing Privatization Initiative.

MEDICAL AND LINK CARDS MAY NOT BE USED. We do **not** accept this form of documentation.

Please note that once your application is reviewed, a written response will be mailed to your address on file indicating that the student fees were waived or not. If you have any questions, please contact Mrs. Alongi in the main office.