



2011-2012 Waiver of School Fees Application

You automatically qualify for a school fee waiver and do not need to complete this form if you:

- Are eligible for free meals pursuant to 105ILCS 125/1 et seq. (SNAP or TANF);
- Are currently receiving aid under Article IV of the Illinois Public Aid Code;

Case numbers starting with **04 or 06** means the person is receiving TANF and is eligible for free meals.

Case numbers starting with **08** means the person is receiving SNAP and is eligible for free meals.

Case numbers starting with **91, 92, 93, 94, or 96 ALONG WITH a 22 as the 6th and 7th digits** means the person is receiving medical benefits along with SNAP and based on the latter, is eligible for free meals.

School fees include monies collected by the Belvidere School District as a prerequisite for a student's participation in any academic or athletic program or club offered by the District. Fees covered by this waiver are: (1) registration and textbook rental; (2) technology fee; (3) athletic fee; (4) co-curricular fee; (5) and driver's education fee. If you do not automatically qualify you may still apply for a waiver if:

1. Your income qualifies. Belvidere School District will waive school fees if a parent or guardian meets the current school year income requirements for free or reduced price meals as annually published by the U.S. Department of Agriculture (see income limitations on the back of this sheet to see if you qualify for a 100% or 50% waiver. Incomes above the amounts shown will not qualify for a fee waiver).

2. You have special circumstances. The Business Services office may grant a waiver of fees when one or more of the following factors resulted in the loss or reduction of family income: (a) illness in the family; (b) unusual expenses caused by fire, flood, storm, etc.; (c) seasonal employment; (d) emergency situation; or (e) one or more parent/guardian is involved in a work stoppage.

The following information must be included on the application:

- A copy of the 2010 IRS Federal 1040, 1040A or 1040EZ (If household members file separate tax returns, both returns must be submitted.)
- Names of all household members, including the student(s) and the school(s) they attend
- Signature of adult household member
- If your current income is different than that reflected on IRS Federal 1040, please include current income information for each household member listing source of income such as wages, alimony, pension, worker's compensation, etc., and the frequency in which the income is received (weekly, every two weeks, every other week, monthly, or annually), including unemployment payments.

Only one application is needed per household provided all current students are listed on the application. A new Waiver of School Fees Application must be submitted at the beginning of each school year. **Please complete the information and return the application and supporting documents to the following address no later than September 30, 2011:**

Belvidere Community Unit School District #100
Attn: Business Services Office
1201 Fifth Avenue
Belvidere, Illinois 61008

(Incomplete applications will not be processed.)

WAIVER OF SCHOOL FEES APPLICATION FOR 2011–2012

Name of all students in household	School Student Attends	Fees Requested to be Waived(*)				
1.		R	T	A	C	D
2.		R	T	A	C	D
3.		R	T	A	C	D
4.		R	T	A	C	D
5.		R	T	A	C	D

(*) R = Textbook Rental/Registration, T = Technology, A = Athletic, C = Co-curricular, D = Driver's Ed (A, C, & D are middle/high school only)

Please list all adult members in the household	
1.	3.
2.	4.
	5.

I, _____, being the parent or the legal guardian of the student(s) listed above, hereby request that Belvidere Community Unit School District #100 waive the fees I have circled in the above table. I am requesting the waiver of fees for the following reason:

- ___ The student(s) is eligible pursuant to 105 ILCS 125/1 et. seq. (SNAP or TANF)
- ___ The student(s) is currently receiving aid under Art IV of the Illinois Public Aid Code (include evidence)
- ___ I am unable to afford the fees due to the following reason(s): _____

The following proof of income for all adult household members is required in order to process the request to waive school fees. If income information is not included the request will not be considered.

- A copy of your 2010 IRS Form 1040 or Form 1040A or Form 1040EZ. (If you did not file a tax return for 2010, please attach W-2's, a letter from your employer on company letterhead, last month's paycheck stubs, or other proof of income for all adults living in the household.) If household members file separate tax returns, both returns must be submitted.
- If your current income is different than that reflected on the IRS 1040, please include income information for each household member listing source of income such as wages, alimony, pension, worker's compensation, etc., and the frequency in which the income is received (weekly, every two weeks, every other week, monthly, or annually) including any unemployment payments or income that resulted from a change in your circumstances.

Certification:

I certify that all information contained on this application is true and correct and that all household income has been reported. I understand that school officials may verify all of the information contained on this application and all information submitted with this application. I have reviewed the District's policy regarding Waiver of Student Fees and am aware that supplying false information to obtain a fee waiver is a Class 4 felony pursuant to 720 ILCS 5/17-6.

Signed Name of Parent or Guardian	/	Date	Printed Name of Parent or Guardian
Street Address			Home Phone Number
City, State, Zip			Work or Cell Phone Number
=====			

For Central Office use:
 Date Received: _____ (___2010 Form 1040 attached)
 Received By: ___regular mail
 ___inter-school mail
 ___parent

A Household Eligibility Application in which the households reports income must include the following information on the application:

- Names of all household members, including the student(s), with an indication of the school for whom the application is submitted
- Current income information for each household member listing source of income such as wages, alimony, pension, worker's compensation, etc. and the frequency in which the income is received (weekly, every two weeks, every other week, monthly, or annually)
- Signature of adult household member
- The complete social security number of the adult household member who signed the application or an indication that the household member does not have one. (The prototype application includes a check box for this purpose.)

FISCAL YEAR 2012 INCOME ELIGIBILITY GUIDELINES

The United States Department of Agriculture has issued the following income guidelines for the period July 1, 2011, through June 30, 2012:

Household Size	Free Meals 130% Federal Poverty Guideline					Reduced-Price Meals 185% Federal Poverty Guideline					
	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly	Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	14,157	1,180	590	545	273	1	20,147	1,679	840	775	388
2	19,123	1,594	797	736	368	2	27,214	2,268	1,134	1,047	524
3	24,089	2,008	1,004	927	464	3	34,281	2,857	1,429	1,319	660
4	29,055	2,422	1,211	1,118	559	4	41,348	3,446	1,723	1,591	796
5	34,021	2,836	1,418	1,309	655	5	48,415	4,035	2,018	1,863	932
6	38,987	3,249	1,625	1,500	750	6	55,482	4,624	2,312	2,134	1,067
7	43,953	3,663	1,832	1,691	846	7	62,549	5,213	2,607	2,406	1,203
8	48,919	4,077	2,039	1,882	941	8	69,616	5,802	2,901	2,678	1,339
For each additional family member, add	4,966	414	207	191	96	For each additional family member, add	7,067	589	295	272	136

The following is the definition of income:

Income is defined as any monies earned before any deductions such as income taxes, social security taxes, insurance premiums, charitable contributions, and bonds. It includes the following: (1) monetary compensation for services including wages, salary, commissions, or fees; (2) net income from non-farm self-employment; (3) net income from farm self-employment; (4) social security; (5) dividends or interest on savings or bonds or income from estates or trusts; (6) net rental income; (7) public assistance or welfare payments; (8) unemployment compensation; (9) government civilian employee or military retirement or pensions or veteran payments; (10) private pensions or annuities; (11) alimony or child support payments; (12) regular contributions from persons not living in the household; (13) net royalties; and (14) other cash income. Other cash income would include cash amounts received or withdrawn from any source including savings, investments, trust accounts, and other resources which would be available to pay the price of a child's meal.