

COMMUNITY UNIT SCHOOL DISTRICT 201

Application for Fee Waiver 2023-2024 School Year (One application per family)



Names of All Students	Grade	School	SNAP/TANF

PLEASE LIST TOTAL HOUSEHOLD MEMBERS AND GROSS INCOME (BEFORE DEDUCTIONS) – YOU MUST TELL US HOW MUCH AND HOW OFTEN
Weekly, Every Two Weeks, Twice a Month, Monthly, or Yearly

Names of ALL Household Members	Earnings from Work (before deductions)		Welfare Child Support, Alimony		Pensions, Retirement, Social Security		Workers Comp. Unemployment, SSI, Etc.	
	Amount	How Often	Amount	How Often	Amount	How Often	Amount	How Often
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	
	\$		\$		\$		\$	

DISTRICT 201 REQUIRES THE FOLLOWING INFORMATION WITH THE SUBMISSION OF A WAIVER OF FEES

You must submit Page 1 of Form 1040-US Individual Income Tax Return in order for your application to be processed. We cannot process applications without this AND proof of current income (paystubs, etc.)

TOTAL NUMBER OF HOUSEHOLD MEMBERS _____ (Please see instructions on back of form)

_____ Date Printed Name of Adult Completing Application Signature

_____ Home Address Home Telephone Number

For Office Use Only: Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 24, Monthly x 12

Total Income _____ Per: Week, Every 2 Weeks, Twice a Month, Month, Yearly / Household Size: _____

School's Eligibility Determination: Free _____ Reduced _____ Denied _____

DATE: _____ DETERMINING OFFICIAL: _____ SCHOOL: _____

Form 6191, 7/15 Please share information with other schools if applicable

Instructions to Apply for District Fee Waiver

If you received a letter from CUSD 201 stating that your student is identified by the state as qualifying for DIRECT CERTIFICATION status, you do not need to complete this waiver. Direct Certified students are eligible for book and fee waivers.

For all others:

STEP 1. List the names of all students, their grade, school and SNAP/TANF number (if applicable). List all parent(s)/Guardian(s) and legal dependents living in the household. **VERIFICATION MUST BE INCLUDED: Attach copy of pg. 1 from Form 1040 – U.S. Individual Income Tax Return.** If a single parent household, all children must be reported on that parent's Form 1040 to be considered eligible. If not, both parents' Form 1040s and income must be presented to determine eligibility. If a Form 1040 – U.S. Individual Income Tax Return was not filed, please submit an IRS Verification of Non-Filing Letter.

STEP 2. List ALL gross income (see definition below) of every member of the household under the appropriate column. **VERIFICATION MUST BE INCLUDED:** Attach copies of one or more type(s) of Acceptable Documentation to verify reported information.

Acceptable Documentation to attach in addition to your Form 1040 US Individual Income Tax Return (Page 1):

Earnings/Wages/Salary for each job:

- Two most recent, concurrent paycheck stubs for each working member of the household
- Letter from employer stating gross wages and how often they are paid

Unemployment Compensation/Disability/or Worker's Compensation

- Notice of eligibility from State Employment Security Office
- Check stub of compensation
- Letter from Worker's Compensation

Social Security/Pensions/Retirement/VA Benefits/Strike Benefits:

- Social Security retirement benefit letter
- Statement of Supplemental Security benefits (SS) received for each person
- Pension award letter
- Veterans Affairs benefit letter/Union Strike benefit letter

Child Support/Alimony:

- Court decree, agreement, or copies of checks received

All other income:

- Include regular contributions from people who do not live in your household
- If you have other forms of income (such as rental income) send information or papers that show the amount of income received, how often it is received, and the date received.

No Income:

- If you have no income, send a brief note explaining how you provide food, clothing and housing for your household. You may be required to submit a notarized affidavit attesting to "0" income.

STEP 3. Complete the required information, date and sign, and return the Application for Fee Waiver to the Business Office at 133 South Grant Street, Westmont, IL 60559

CATEGORICALLY ELIGIBLE – If the student is homeless, migrant, runaway, or has been placed by the Department of Children and Family Services with a foster parent or placed in another type of child care facility, please state this information on the application form in lieu of providing the requested financial information. If the student has been placed by the Department of Children and Family Services with a foster parent or in another child care facility, documentation must be attached to the application verifying the student's status.

If your household receives SNAP or TANF, and you did NOT receive a letter from CUSD 201 showing Direct Certification, list all household members and submit a copy of each student's current SNAP or TANF certification letter from the state.

Supplying false information to obtain a fee waiver is a Class 4 felony (720 ILCS 5/17-6).

GROSS INCOME IS DEFINED AS FOLLOWS: Any monies BEFORE ANY DEDUCTIONS such as social security, income taxes, taxes, insurance premiums, charitable contributions, and bonds.

Gross Income includes the following: (1) monetary compensation for services including wages, salary, commissions, or fees; (2) social security; (3) public assistance or welfare payments; (4) unemployment compensation; (5) alimony or child support payments; (6) government civilian employee or military retirement or pensions or veteran payments; (7) net rental income; (8) dividends or interest on savings or bonds or income from estates or trusts; (9) regular contributions from persons not living in the household, and (10) other cash income.