

University Place School District

APPLICATION FOR "FEE ADJUSTMENT"

For School Year 2019-20

Per board policy, the district offers fee reduction to students who are eligible for free or reduced meals under federal guidelines. To apply for reduced fees, please complete and sign this application and return it to your child's school along with a letter from "Child Nutrition Services" or from "Family Access" verifying that you qualify. See instructions on the back.

Student Name: _____ **Fee**

Description: _____ **Fee Amount:** _____

Parent/Guardian Signature: _____

Date: _____

General Fund - Fee Adjustment Applies	Full	Reduced 50%	Free 25%
AP Class Fee	\$25.00	\$12.50	\$6.25
Apex Credit Retrieval	\$140.00	\$70.00	\$35.00
Art/Ceramics	\$10.00	\$5.00	\$2.50
3D Crafts	\$40.00	\$20.00	\$10.00
CPR Card	\$5.00	\$2.50	\$1.25
Food Handler Card	\$10.00	\$5.00	\$2.50
CHS summer credit retrieval per .5 credit class	\$180.00	\$90.00	\$45.00
Choir Robes	\$20.00	\$10.00	\$5.00
Treble Choir or Valhalla Vox Dress	\$68.00	\$34.00	\$17.00
Vallhalla Tux	\$200.00	\$100.00	\$50.00
A'Capella Sweatshirt	\$35.00	\$17.50	\$8.75
Choir Dress (CJH)	\$50.00	\$25.00	\$12.50
Music Uniform - CJH & CHS	\$50.00	\$25.00	\$12.50
Music Bowtie	\$10.00	\$5.00	\$2.50
Music Vest	\$25.00	\$12.50	\$6.25
Music Tux Shirts	\$25.00	\$12.50	\$6.25
Band Parade Shirt	\$10.00	\$5.00	\$2.50
Instrument User Fees	\$130.00	\$65.00	\$32.50
Guitar & Drumline User Fees (Semester)	\$25.00	\$12.50	\$6.25
Oceanography Class Fees	\$25.00	\$12.50	\$6.25
Lock - New	\$7.00	\$3.50	\$1.75
Lock - Used	\$3.00	\$1.50	\$0.75
PE Bag	\$3.00	\$1.50	\$0.75
French 7/8 Workbook	\$35.00	\$17.50	\$8.75
ROTC BLT (basic leadership training) up to with fundraising	\$65.00	\$32.50	\$16.25

District Use Only:

Notification to Parent: _____

(Date)

Qualified _____

_____ Free Lunch – Amount 25% _____

_____ Reduced Lunch – Amount 50% _____

Does Not Qualify _____

Approved by _____ **Date** _____

Field Trip amounts vary based on the costs of each individual event. \$_____ Reduced fees are calculated based on district guidelines specified above.

Additional assistance may be available for fees not listed above through UP Children's Fund or the Invest ED Fund. Please see your student's school counselor for more information.

Family Access Option for Parents to Print Verification for Reduced UPSD Fees

Parents have access within Family Access to see if your student(s) are receiving Free or Reduced priced meals. If you have computer and printer access, it is acceptable to print this information to provide to the school to qualify for reduced fees from UPSD.

Parents without computer/printer access may contact Child Nutrition 253 566-5700 and request a letter that will be sent to the parent to attach with this application and submit to the school.

For Family Access, the parent will follow these steps:

1. Login into Skyward Family Access
2. Click onto the menu option **Food Service**
3. Select the **View Applications** link
 - a. If it has a **date within the current school year**, (August 1 through June 30)
 - b. **AND** states a Lunch Code of **Free or Reduced**
 - c. **AND** is **ACTIVE - Yes / Denied - No**
4. Use **Ctrl + P** to open a print dialog window and click **OK** to print the screen to attach to your completed application.

The screenshot shows the Skyward Family Access web interface. The top navigation bar includes the Skyward logo, "Family Access", and links for "My Account", "Contact Us", and "Exit". A "District Links" icon is also present. The main content area is titled "Food Service" and contains several sections: "Current Account Balance" (Lunch type: Free, \$3.00), "Today's Lunch Menu" (No lunch menu details are available for the current date), and "Lunch Calendar". A "View Applications" link is highlighted with a red box. Below these sections is a "Food Service Applications" window. It shows a "Pending Application" section with a crossed-out "Print Application" link and the message "No pending application was found." Below this is a table of applications with columns: Temp Application, Application Date, Effective Date, Dependents, Lunch Code, F/R Reason Code, Denied?, Active?, and Application. The table contains one row of data.

Temp Application	Application Date	Effective Date	Dependents	Lunch Code	F/R Reason Code	Denied?	Active?	Applica
No	Mon Aug 26, 2013	Tue Sep 3, 2013	0	Free	19	No	Yes	Electron