


Intradistrict Communication

DATE: June 27, 2018
TO: Elementary School Principals
FROM: Michael Anderson, Administrator of Schools 
SUBJECT: Elementary Fee Waiver Materials 2018-19

Attached are fee waiver materials for the 2018-19 elementary registration.

- School Fees Requirements – Principal Checklist (Fillable form) *(Due September 14, 2018)*
 - Elementary Schools Certificate of Compliance (Fillable form) *(Due September 14, 2018)*
 - Elementary Fee Schedule
 - Letter to Parents from Superintendent Johnson
 - Standard Fee Waiver Application (English/Spanish) **REVISED MAY 2018**
 - School Fees Notice for Families of Children in grades K-6 (English/Spanish)
 - Fee Waiver Decision and Appeal Form (English/Spanish)
 - Fee Waiver Posters (English/Spanish)
- Please include, on the line provided on the poster, your school phone number and contact.

All fee waiver forms can be found in the June 28th edition of JAM: [Jordan Admin Memo](#) and are also available at <https://schools.utah.gov/policy/resources>.

Attention: *Students who previously showed verification of eligibility do not need to resubmit documentation. It may be necessary for the principal (or designee) to contact the previous school of transferring students for verification of fee waiver status. Kindergarten students coming into the school, new students to the District, and students with extenuating circumstances will still be required to submit documentation.*

Please discard all Fee Waiver Application forms from previous years as there are significant changes for Income Eligibility Guidelines.