

## Examples of School Fees that Must be Waived:

- ✓ Charges for textbooks and instructional materials
- ✓ Field trip fees for field trip during school hours or after school hours if the field trip is a required or customary part of a class or school activity - includes annually scheduled trips such as end-of-the-year or graduation field trips and activities
- ✓ Graduation fees, including caps and gowns
- ✓ Charges or deposits for uniforms or equipment for sports or fine arts
- ✓ Charges for supplies for a particular class such as shop or home economics materials or laboratory or art supplies
- ✓ Charges and deposits for use of school property such as locks, towels, and laboratory equipment
- ✓ Driver's education fees
- ✓ School record fees and school health service fees

There are some fees that schools do not have to waive but schools often have programs to help students with these. They include, ordinary school supplies, charges for the purchase of class rings, yearbooks, pictures and diploma covers, admission to school dances or athletic events and optional travel. Students who lack housing should be assisted with all charges or fees and uniforms.



For help in English or Spanish contact:

## The Law Project of the Chicago Coalition for the Homeless

*Providing free legal services to families  
and youth experiencing housing instability  
in Chicago and the collar counties*

Call: 1-800-940-1119

Text: 312-720-1800

[www.chicagohomeless.org](http://www.chicagohomeless.org)



Chicago Coalition  
for the HOMELESS

# Need HELP with School Fees?

You may  
qualify  
for a  
WAIVER!



# School Fee Waiver Information

## DID YOU KNOW?

All Illinois students have a right to attend school for free but most schools also ask students to pay fees for certain things. These might include lab fees in a science course, fees for a field trip or fees for a cap and gown at graduation or a fee for a locker.

For many families and older youth, these expenses are not something they can easily afford. Costs of rent, heat and electricity, even food is difficult for many families to afford especially those who are unemployed.

## STUDENTS IN NEED DO NOT HAVE TO PAY MOST STUDENT FEES!

Fortunately, schools have a process for "waiving" fees for families who are

- (a) without income; or
- (b) with low-income; or
- (c) not permanently housed, such as living doubled up in the housing of another, being in a shelter or transitional housing or sleeping in a car, abandoned building or park.

If you are entitled to free or reduced breakfast or lunch, you qualify for a fee waiver.

If a fee is "waived," this means that the fee is not charged and you will not owe it to anyone. But you will still be allowed to go on the field trip, get your cap and gown, take the science lab course.

Different procedures may apply to students in charter schools - please call the Law Project at 1-800-940-1119 for more information.

## BE SURE TO APPLY FOR A FEE WAIVER IF YOU NEED TO

A Chicago Public School student may get fees waived by filling out a simple fee waiver form and bringing it to the school office. The form is available on our website, [www.chicagohomeless.org](http://www.chicagohomeless.org), or by calling the Law Project at 1-800-940-1119. Students without permanent housing should ask to be in the school STLS program and they will automatically be able to have fees waived.

For more information or help getting fees waived, call the Law Project of the Chicago Coalition for the Homeless at **800-940-1119**



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