

STUDENT FEES

- 1.0 The District recognizes that it is sometimes necessary for schools to levy and collect from non-indigent pupils certain student fees which are authorized or not prohibited by law.
- 2.0 No fees shall be charged as a pre-condition to a student's registering in a District school, nor for any activity or program which is an integral or mandatory part of any course of study, instruction or class offered in the District. Such prohibition does not apply, however, to any costs or fees which may be approved by the Superintendent as reasonably necessary for textbooks or expendable supplies, nor to any costs or fees authorized by other District Policy. Fees may also be assessed for field trips and admissions to extra-curricular activities and athletics.
- 3.0 Schools shall provide to parents a written statement of the fees assessed, the derivation of the fees, and items covered by the fees.
- 4.0 All fees shall be reviewed by building administration and executive directors at least every two years, before being approved by the Superintendent or Board of Education as necessary.
- 5.0 The published fee schedule shall state the procedure for application of waiver of fees for students who are financially unable to pay or otherwise exempted by law. Such procedure shall ensure that requests for waivers may be processed without embarrassment or disclosure to unnecessary parties.
- 6.0 Approval shall not be required to collect, on a voluntary basis, reasonable fees as a substitute for fund-raising activities, when the imposition of such fees has been in collaboration with staff and parents.
- 7.0 All fees assigned during an academic year must be paid by the end of the academic year or a payment plan must be developed at the school level. As students move from level to level (5th to 6th, 8th to 9th or elementary to middle, middle to high) all outstanding fees and fines must be paid for before the student may enroll and attend classes.
- 8.0 All fees and fines must be paid before graduating seniors will be allowed to participate in commencement exercises or ceremonies.
- 9.0 Refunds will be processed twice a year, once during first semester (November) and once during second semester (March) unless extenuating circumstances exist.
 - 9.1 After the two week course change request period ends at the start of each semester, no refunds will be granted.
- 10.0 Unpaid fees and fines that total more than \$250.00 per student or \$500.00 per household will be sent to collections.
- 11.0 Fees will be waived for any student eligible for a free or reduced price lunch upon presentation of the student's free or reduced price lunch eligibility letter or upon written authorization from the parent for the District to use the student's free or reduced price lunch eligibility status to waive applicable fees.

LEGAL REFERENCES:

C.R.S. 22-32-117

C.R.S. 22-32-118

Colorado State Board of Education Rules, ICCR 301-4

CROSS REFERENCES:

Policy: 1000

Policy: 6200