

STUDENT FEES, FINES AND CHARGES

Collection

All fees, fines and charges (current and past due) are considered delinquent if not collected within thirty (30) days of the beginning of the school year for Kindergarten through 9th grade, and within thirty (30) days of the beginning of each semester for grades 10 through 12.

Any student who owes delinquent fees, fines and charges may be subject to the following restrictions:

- Transcripts, school credits and diplomas may be withheld until fees are paid in full.
- Participation in non-curricular field trips may be prohibited until fees are paid in full or a payment plan is established.
- Students may not be allowed to participate in any extracurricular activity until all fees, past and present, are paid or a payment plan is established.

Methods of Payment

All fees, fines and charges may be paid with cash, check, money order, Mastercard or Visa. A minimum charge is assessed for returned checks to recover the cost to the District.

Mastercard and Visa can be used to pay fees if the total is \$5.00 or greater. In addition, on line payments can be made with a Mastercard or Visa. Please refer to the Fairfield City Schools website – www.fairfieldcityschools.com home page where the “SPSEZPay” option is indicated.

Financial Assistance

The Building Administrator may allow for the establishment of payment plans as an approved method for paying fees, fines and charges. If a student is in compliance with the approved payment plan, such fees, fines, and charges shall not be considered delinquent.

Application Process for Waiver of Instructional Fees

Instructional fees will be waived (in full) for a student who is approved for “free” breakfast/lunch through the National School Lunch/School Breakfast Program application process. A student, parent or guardian must complete and return the National School Lunch/School Breakfast Program application to the Support Services Department. A “Waiver of School & Extracurricular Fees” form must also be completed and submitted by the student/parent or guardian to the building secretary/bookkeeper to qualify for the exemption of instructional fees. (See JN-E-1). This waiver does not apply to any fees that may be charged for a pupil enrichment program that is not a course of instruction, school pictures, fines, lost or damaged books, parking fees or lunch charges.

The District will accept payment vouchers from organizations approved by the District Treasurer for fees.

Court Action and/or Collection Agency

All delinquent fees, fines and charges as of the end of the school year may be taken to small claims court and/or turned over to a collection agency.

(Approved: September 4, 1997; Revised: September 21, 2006, Further amended: July 19, 2007, Further amended: August 20, 2008, Further amended: August 13, 2009, Further amended: February 28, 2012; Further amended: November 26, 2013; Further amended: January 14, 2014)