



LEMONT HIGH SCHOOL PAYMENT PLAN AGREEMENT FOR STUDENT FEES



Lemont High School District 210 understands that some parents/guardians are not able to pay the entire balance of their child(ren)'s student fees and Extra-Curricular Activity Participation Fees at one time. District 210's Business Office works with parents/guardians to develop a payment plan to help them eliminate this debt during the school year.

All of a student's fees – including academic and extra-curricular fees, both from the current year and previous years – must be paid in full for the student to be eligible to participate in an extra-curricular activity, receive a parking permit, participate in 'Behind the Wheel' Driver Education training, or obtain a yearbook. Graduating seniors with an obligation to the school are not issued their caps and gowns, which are required to participate in Graduation. Additionally, Lemont High School will not issue an official transcript on a student's behalf if his/her fees are not paid in full.

If a parent/guardian deems it necessary, he/she may work with the Business Office to develop a payment plan for these fees. Any payment plan developed jointly by the parent/guardian and District 210 will include any previously accumulated balances accrued on a student's account, as well as fees assessed for the current school year.

This payment plan is completely independent from District 210's process for determining a student's eligibility for free or reduced price meals through the National School Lunch Program (NSLP), and also independent from the district's process for evaluating fee waivers. Parents/guardians who apply for, but are not granted, a fee waiver will be asked by District 210 to develop a payment plan.

Lemont High School works diligently to be a responsible financial steward, and aims to limit the burden on local taxpayers as much as possible. It is important for District 210 to make a significant effort to collect obligations that are owed to the district by its students and their families. In extreme cases, the district may be forced to look into alternative methods of collecting outstanding debts.

Please contact Business Office representative Jordan Smuksta at (630) 243-3284 with questions.

PAYMENT PLAN DETAILS – Please keep a copy of this payment plan agreement as your monthly payment reminder.			
Last Name _____	Child 1 _____	Child 2 _____	Child 3 _____
Current Account Balances	Child 1 _____	Child 2 _____	Child 3 _____
Monthly Payment on Unpaid Balances	Child 1 _____	Child 2 _____	Child 3 _____
Total Monthly Payment (for all students) _____			
<input type="checkbox"/> 2 Payments (Aug./Jan.) <input type="checkbox"/> 5 Payments (Aug./Oct./Dec./Feb./Apr.) <input type="checkbox"/> 9 Payments (Sept.-May)			

Methods for Payment

- **Pay Online** – Parents/guardians may pay online with a credit card by visiting the school's website - www.lhs210.net - and logging on to Skyward's Family Access System, choosing 'Fee Management' from the tab on the left side of the page, select the amount that you would like to pay, then click the "Make a Payment" button. If you need assistance with making an online payment, download the "Online Payment Instructions" document at: www.lhs210.net/about-us/fees-structure/paying-student-fees
- **Pay by Check** – Parents/guardians may present a check in person at the District 210 Business Office, or mail a check to the school at the following address: District 210 Business Office, c/o Lemont High School, 800 Porter Street, Lemont, IL 60439. Please include your student's name on the check. Please note that families who previously have had personal checks to Lemont High School District 210 returned due to non-sufficient funds (i.e., NSF) may be required to pay their fees with cash, a credit card, or by certified check or money order
- **Pay by Cash** – Parents/guardians may pay in person with cash at the District 210 Business Office.

Parent's/Guardian's Name (Printed)

Parent/Guardian's E-Mail Address

Parent's/Guardian's Signature (w/ date)

Business Office Representative's Signature