

*Fees Collected from Students*

All fees collected from students, including but not limited to;

- 1) Fees collected for materials kept or consumed
- 2) Fees collected for participation in a field trip or similar event
- 3) Fees for lost materials or supplies
- 4) Approved activity fees for participation in extra-curricular programs
- 5) Other miscellaneous fees

shall be sent to the school office immediately in order to have funds deposited daily. It is the responsibility of the principal or designee to deposit these funds directly to the approved central depository for the General Fund and forward a copy of the deposit slip with support for the deposit, giving explanation and dollar breakdown, to the Accounting Department.

Students identified as economically disadvantaged or as experiencing educational instability shall have fees adjusted or waived as set forth in Policies and Regulations 5312, 5440, and 5455.