



Application for Fee Waiver 2026-2027

Complete this application fully, either the hard copy or [the online form](https://dps109.org/fees) available at dps109.org/fees, and submit it along with your income verification documents to Rosa Castillo, District Office Receptionist via email at rcastillo@dps109.org OR via postal mail or in person at 517 Deerfield Rd, Deerfield, IL 60015. You must apply each year to receive a fee waiver.

If you are receiving any of the following benefits, you automatically receive a fee waiver; you do not need to apply:

- SNAP benefits
- TANF
- Foster child status
- McKinney-Vento

There are two types of fee waivers in District 109:

1. **Full Fee Waiver:** All district fees are waived and the student receives free lunch every day.
2. **District Fee Waiver:** All district fees are waived, but the student does not receive free lunch.

See the income guidelines for each waiver type at dps109.org/fees. You will receive notification of approval or denial via both email and postal mail.

Please fill out the information below, or complete [the online form](https://dps109.org/fees).

Student First Name	Student Last Name	2026-2027 School	2026-2027 Grade

Parent/Guardian Name(s)Primary Phone Number

Parent Email Address(es)

Street Address

City, State, Zip Code

1. Do the student(s) named above live in your household? ☐ Yes ☐ No
2. Total number of people living in household: _____ (# of adults: __; # of children under 18: __)
3. What is the total gross annual household income (before deductions) from all people living in your household? (See "Sources of Income" for a list of income that must be included.) \$_____
4. Is anyone in your household experiencing any of the following? (*Check all that apply.*)
 - ☐ Illness
 - ☐ Unusual expenses such as fire, flood, storm damage, etc.
 - ☐ Unemployment
 - ☐ Emergency situation
 - ☐ One or more of the parents/guardians involved in a work stoppage

Explain any items checked above:

5. Does your household meet the federal income guidelines for free or reduced meals? (See attached federal income guidelines)
☐ Yes ☐ No ☐ N/A

Income Verification Required

Income verification documents must be included with your fee waiver application. Please provide at least one of the following:

- Two pay stubs for each working member of household
- Disability benefit statement
- Unemployment statement showing benefits
- Most recent tax returns
- Parent Medicaid card or letter showing case number
- Foster placement papers
- Direct Certification letter from the State of Illinois
- Food Stamp Evidence
- Temporary Assistance for Needy Families (TANF)

You may be requested to provide updated income verification at any time, but not more often than once every 60 calendar days.

I attest that the statements made herein are true and correct. I hereby request that District 109 waive school fees for the 2026-2027 school year. I understand that this fee waiver does not apply to any outstanding fee balances for prior years and also does not apply to any outstanding lunch balance, lost item/replacement fees, activity fees, or bus fees.

Parent/Guardian (signature)

Date

Sources of Income

From the United States Department of Agriculture's Food & Nutrition Service

Earnings from Work

- Salary or wages from a job
- Tips, commissions, and cash bonuses
- Net income from self-employment

Earnings from the U.S. Military

- Military basic pay or drill pay (portion available to the household if deployed)
- Military cash bonuses (excluding combat pay)
- Allowance for off-base housing (including BAH but excluding MHPI)
- Allowance for food or clothing (other than FSSA)

Public Assistance

- Supplemental Security Income (SSI)
- Cash assistance from State or local government
- Housing subsidies (not including those from federal housing programs)

Alimony and Child Support

Retirement Income

- Social Security retirement or survivor's benefits
- Railroad Retirement or Black Lung benefits
- Pension income

Unemployment and Disability

- Unemployment benefits
- Worker's compensation
- Strike benefits
- Social Security Disability Insurance (SSDI)
- Veteran's benefits

All Other Income

- Regular cash support from outside the household (e.g., family or friends)
- Rental income
- Interest
- Investment income or annuities
- Any other source of income used to help pay for school meals

Child Income

(Money received from outside your household that is paid directly to your children)

- A full-time or part-time job
- Supplemental Security Income (SSI), if the child is disabled
- Social Security benefits for children of a disabled, retired, or deceased parent
- Money regularly received from extended family or friends outside the household
- Money from a pension, annuity, or trust