Marblehead Public Schools

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Dear families,

The Marblehead Public Schools utilizes a User Fee schedule for both Athletics and Non-Athletic participation as well as Kindergarten and Pre-Kindergarten tuition. If you wish to apply for a waiver for a reduction in fees for the School Year, please utilize the following application.

The information that families provide on this form, and any supporting documentation will be kept by the Marblehead Public Schools. It will only be used by the Marblehead Public Schools to verify household income to determine User Fee/Tuition Waivers.

Please follow the steps outlined below. Complete the form & return it along with the required supporting documentation to **the Assistant Business Manager at Morello.Kristin@Marbleheadschools.org**. If you need assistance, please contact the Business Office at (781) 990-0921.

MARBLEHEAD PUBLIC SCHOOLS

2026-2027 Marblehead User Fees

Athletics			
High School		**per student / season**	
1st Season	$	555	per student
2nd Season	$	505	per student
3rd Season	$	455	per student
Middle School			
1st Season	$	270	per student
2nd Season	$	215	per student
3rd Season	$	165	per student
Non-Athletics			
High School Clubs or Flag Football (Unlimited)	$	300	per student
Middle School Intramural Sports/Activities (Unlimited)	$	300	per student
Elementary Intramural Sports/Activities (Unlimited)	$	300	per student
Annual Family Maximum for User Fees	**$**	**2,125**	per family
Online Registration and payment is required for all programs and activities prior to the start date.			
Marblehead Tuition-Based Programs			
Pre-Kindergarten Half Day		$5,150	per year
Pre-Kindergarten Full Day		$7,210	per year
Kindergarten Half Day		FREE	of charge
Kindergarten Full Day		$4,120	per year
Please visit the registration section of the website for more information, payment, & registration requirements.			

Waiver Information

Kindergarten Tuition ONLY

Families that apply for and meet the USDA's Income Eligibility or are directly certified through the Virtual Gateway, will automatically qualify for either **FREE** with 100% reduction in **Kindergarten Tuition ONLY, OR REDUCED** with 75% reduction in **Kindergarten Tuition ONLY.**

PreK Tuition and USER FEES

Families that apply for and meet the USDA's Income Eligibility or are directly certified through the Virtual Gateway, will automatically qualify either a **PreK** Tuition &/or **User Fees** waiver. **FREE** eligibility = 75% reduction and **REDUCED** = 50% reduction.

WAIVER APPLICATION

STEP 1: Income requirements

First, calculate your household's MONTHLY income. Make sure to include all income sources, including work, public assistance, child support, alimony, pensions, retirement, Social Security, Supplemental Security Income (SSI), unemployment insurance, veteran's benefits, and child income. Use **gross income**, before any deductions for taxes, insurance, medical expenses, child support, etc. **Fill in the MONTHLY INCOME $ amount below**.

Second, identify the total number of people in your household. Count all children and adults, related and unrelated, that live in your household and share income and expenses. **Fill in this number in the box below**.

TOTAL NUMBER OF CHILDREN+ADULTS IN HOUSEHOLD: _____	**MONTHLY GROSS INCOME**: $_____

Third, follow the arrow from the number of people to the incomes that qualify. If your household income is in the listed range for the number of people in your household, check the box and complete the form. Your household must meet the income requirements for your household size to be identified as low income for school aid purposes. For example, a household with one adult and two children (three total people) and an income of $11,841 or less per month would qualify because their combined gross income is between $0 and $11,841 per month.

If household income does not fall within the corresponding range based on your household size, your household does NOT qualify, and you should not complete the form. If your household has more than 8 people, provide the following information and work with your district or school to determine whether your household qualifies.

# people in household	If your GROSS Monthly income is in this range… a waiver of 25%-75% is possible	check the appropriate box
2 →	$0 - $ 9,381 →	☐
3 →	$0 - $11,841 →	☐
4 →	$0 - $14,301 →	☐
5 →	$0 - $16,765 →	☐
6 →	$0 - $19,225 →	☐
7 →	$0 - $21,689 →	☐
8 →	$0 - $24,153 →	☐

STEP 2: Student information

List all students in the household who are or will be Participating in the Marblehead Public Schools this year.

Completed by parents/guardians (please do NOT use nicknames)				Completed by the district/school
Student First name	**Student Last name**	**Grade**	**Date of Birth**	**SASID**

STEP 3: Supporting documentation

Please provide one or more of the following sources of evidence to verify your household income. You should submit documents that can be used to calculate one month's recent income, such as biweekly paycheck stub (you would need 2) from this month or last month. *Check all sources that apply.*

☐	***Jobs:*** Paycheck stub or pay envelope that shows the amount and how often the pay is received; letter from employer stating gross wages and how often you are paid; or, if you work for yourself, business or farming papers, such as ledger or tax books.
☐	***Social Security, pensions, or retirement:*** Social Security retirement benefit letter, statement of benefits received, or pension award notice.
☐	***Unemployment, disability, or worker's compensation:*** Notice of eligibility from state employment security office, check stub, or letter from the worker's compensation office.
☐	***Public Assistance:*** Benefits letter from the Massachusetts Department of Transitional Assistance for SNAP or TAFDC, or the Executive Office of Health and Human Services for MassHealth.
☐	***Child Support or Alimony:*** Court decree, agreement, or copies of checks received.
☐	***Other income (such as rental income):*** Information that shows the amount of income received, how often it is received, and the date received.
☐	***No income:*** A brief note explaining how you provide food, clothing, and housing for your household, and when you expect an income.
☐	***Military Housing Privatization Initiative:*** Letter or rental contract showing that your housing is part of the Military Privatized Housing Initiative.

STEP 4: Community contact

If your household cannot provide adequate supporting documentation as listed in Step 3 above, then a **community contact** must provide written evidence to support the household's range of combined annual income reported above in Step 1. A *community contact* is a person outside of your household who knows about your household's circumstances and can attest to your household's income range selected in Step 1. Community contacts include social service agencies, religious organizations, and other community groups. Please note that a community contact (if provided) cannot be an employee of the student's district/charter school or any individual receiving payments from the district/charter school to manage or administer the income verification process. This form cannot be certified if the community contact meets either of these criteria.

Name of community contact and organizational affiliation	
Organization address [Street, City, State, Zip Code]	
Contact information	
Signature	Today's date

STEP 5: Adult signature and contact information

By signing this form, I certify (promise) that all information on this application is true and that all income is reported.

Name of adult completing the form (printed)	
Household address (if available) [Street, City, State, Zip Code]	
Email and / or phone number	
Signature	Today's date

DO NOT FILL OUT THIS PART. THIS IS FOR SCHOOL USE ONLY.

To be completed by the district/school:	**Virtual Gateway direct certification information:** **Match Results: _____ ID #: _____ Date: _____ Initials: __NO ☐OR YES -FREE ☐** or **RED. ☐**

I have reviewed the above information and documentation and have concluded that it is properly and filled out to the best of my knowledge.

Signature of district official:	Today's date:

The Marblehead Public Schools does not discriminate in its programs, facilities, employment or educational opportunities on the basis of race, color, age, criminal record (inquiries only), disability, pregnancy, homelessness, sex/gender, gender identity, religion, national origin, ancestry, sexual orientation, genetics or military status, and does not tolerate any form of retaliation, or bias-based intimidation, threat or harassment that demeans individuals' dignity or interferes with their ability to learn or work.