



School Year 2025-2026 Instructional & Optional Fees Frequently Asked Questions for Families

Q1) School District U-46 uses a Fee Waiver. Is this the same as a Free and Reduced lunch application?

- a) Because the school district qualifies for free meals (both breakfast and lunch) for ALL students, families do not need to complete the USDA Free and Reduced Meals (FRAM) form. In replace of this form, the district created and uses the Fee Waiver form.

Q2) Now that Fee Waiwers are approved. When will fees be removed?

- a) Fees will be removed within a week of Fee Waiver approval. Although fees have been applied to all students at this time and families have begun to file their Fee Waiver form the removal of fees typically does not occur until after July 1 because this date is the same time that the district receives a direct Fee Waiver certification file from the state. The students who are on this direct certification file will automatically have their fees waived.

Q3) How does a family successfully complete a Fee Waiver form? Do they need to do so in person and if they need to do so in person where?

- a) Fee Waiver forms do not need to be filled out in person. If a family requests the form in the online registration, it will be emailed directly to them, if an email address was provided in their application. Parents may have to check their spam or junk folder since the email is automatically generated.

The email they receive with the form includes instructions and an email address, foodservice@u-46.org, where they can email the completed form along with their proof of income.

If they didn't request the form, or don't know, it is available on the District's registration website under [Student Fees](#). This can be emailed to foodservice@u-46.org. If a family is unable to upload and/or print the form on their own, they may go to the school to request and complete the form. Schools can then collect the completed form and email it along with proof of income to the Food Services Department.

Q4) Is proof of income required?

- a) Yes, proof of income is required for all household members with any income. If pay stubs or W2 is not available, a letter from an employer will suffice.



Q5) Am I notified that I am directly certified? What are the qualifications for direct certification?

- a) Yes, families who are directly certified by the state of Illinois are notified in mid-July. Direct certification is based on eligibility through SNAP (Supplemental Nutrition Assistance Program) or TANF (Temporary Assistance for Needy Families) benefits. Families receiving Medicaid do not automatically qualify for waived fees through direct certification and will need to complete a Fee Waiver request form for consideration.

Q6) What fees are covered when I am approved for a Fee Waiver?

- a) Families who complete the form and meet the eligibility criteria will have their Instructional Fees waived. Athletic fees and Driver's Ed fees will be waived when applicable. However, for students who have their Driver's Ed fees waived, families will still be responsible for covering the cost of the Driver's Education workbook and the State of Illinois permit fee.

Q7) When will a family receive a refund if they paid the fees and then qualify for a Fee Waiver?

- a) Yes; however, it is important to note that if the Fee Waiver is turned in during the school year that the district will prorate the refund based on the quarter that the Fee Waiver is approved. If a student attends any days in a quarter, that quarter's fees or previous quarter fees are not refundable.

Q8) What qualifies as proof of income?

- a) Acceptable proof of income can include a recent paycheck stub, a W-2 form, or any official document that shows household income.

Q9) Are there payment plans offered? Can I just pay what I can afford at this time and pay the rest later?

- a) The district does not offer payment plans. Parents can go into their Infinite Campus Parent portal and choose the amount that they want to pay until the balance is paid off. Families can make payments as often as they want (weekly, biweekly or monthly).

Q10) What if my Fee Waiver is incomplete?

- a) Any Fee Waivers that are incomplete or are submitted without any supporting income documentation will be denied. For a form to be complete, ALL sections must be filled out and the form must be signed.