



# WESTPORT COMMUNITY SCHOOLS

## School Business Administrator

17 Main Road • Westport, MA 02790-4202

Telephone (774) 309-3371 • Fax (508) 636-1449 • Email [mrapoza@westportschools.org](mailto:mrapoza@westportschools.org)

### Transportation Fee Waiver Request Form

If you cannot afford to purchase bus passes, please complete this waiver request form and return the completed form with a copy of your 2018 Federal Income Tax Return. We will process your request as quickly as possible but, if you do not provide a copy of your income tax return, showing proof of income, we cannot process your waiver request. Incomplete applications will be returned. Please remember that, until your waiver request is processed, you are responsible for transporting your child to and from school. **You must submit your waiver fee request by Friday, August 2, 2019.** If you purchase a bus pass and then later decide to request a waiver, we cannot refund your payment.

Student Name \_\_\_\_\_  
Student Home Address \_\_\_\_\_  
Grade \_\_\_\_\_  
Parent/Guardian Name \_\_\_\_\_  
Parent/Guardian Daytime Telephone Number \_\_\_\_\_

My child **WILL** use bus transportation, but I cannot afford to pay for transportation; I have enclosed the completed Transportation Fee Waiver Request Form and a copy of my 2018 Federal Income Tax Return

Please list below the names and gross monthly incomes of all household members.

Name	Gross Monthly Income
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

I certify that this information is correct and that all income is reported. I have attached a copy of my 2018 Federal Income Tax Return. I understand that the school district cannot process this request if I do not provide a copy of my income tax return and that I am responsible for transporting my child to and from school until this request is processed. **I understand that this fee waiver request must be submitted by Friday, August 2, 2019** and, if I purchase a bus pass and then later decide to request a waiver, the school district cannot refund my payment.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

(Please see other side additional information)



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## Transportation Request for Fee Waiver

The cost for Grades 7 through 12 student bus pass for the 2019-2020 school year is \$200 per student with a family cap of \$400. This fee is not prorated for any student who enrolls at our school district or applies for a bus pass any time after the first day of school.

**Bus fees received after the due date of Friday, August 2, 2019 will have a \$25.00 late fee.**

If you cannot afford to purchase bus passes, please complete the fee waiver request form enclosed and return the completed form with a copy of your 2018 Federal Income Tax Return. We will process your request as quickly as possible but, **if you do not provide a copy of your income tax return** showing proof of income, **we cannot process your fee waiver request.** Incomplete applications will be returned. Please remember that, until your waiver request is processed, you are responsible for transporting your child to and from school.

**You can apply for the free or reduced lunch program, which may qualify your child(ren) for free transportation. We have enclosed an application for your convenience.**

**You must submit your waiver request by Friday, August 2, 2019.** If you purchase a bus pass and then later decide to request a waiver, we cannot refund your payment. If your request for a waiver is not approved, you may appeal your decision by contacting our School Business Administrator, Ms. Michelle A. Rapoza. Contact information is listed at the top of this form.

Westport Community Schools now offers MySchoolBucks School Store to make convenient online payments. If you are already using MySchoolBucks to pay for school meals, your account is already set-up and ready to go! Just login and click on the new link to Store. Otherwise, register for your FREE account today at <https://www.MySchoolBucks.com>.

*-See Q & A sheet for additional information*

(Please see other side for waiver request form)