



## Great Hearts Louisiana, Inc.

### STUDENT FEES POLICY AND PROCEDURES

**Adopted: June 27, 2023**

Pursuant to Louisiana Revised Statute §17:177, our Governing Board of Directors for Great Hearts Louisiana, Inc. has developed and adopted the following policies and procedures regarding the assessment, collection, and use of fees charged to students and parents/ guardians.

This policy will be reviewed and revised annually as necessary.

#### **Student Fees:**

"Fees" mean any monetary payment or supplies required as a condition of a student being enrolled in school or participating in any curricular or cocurricular activity. Fees shall not mean the cost of school meals.

Materials that are part of the basic educational program are provided with state and local funds at no charge to students. Students are expected to provide their own consumable items, such as pencils, paper, pens, erasers, and notebooks. Students may be required to pay certain fees or deposits, including:

1. A fee for materials for a class project that the student will keep, if the fee does not exceed the cost of materials. This fee will not exceed \$50;
2. Membership dues in voluntary student clubs/organizations and admission fees for extra-curricular activities. This fee will not exceed \$100;
3. A security deposit for the return of materials, supplies, or equipment. This fee will not exceed \$50;
4. A fee for personal physical education and athletic equipment and apparel, although a student may provide their own equipment or apparel if it meets reasonable requirements and standards relating to health and safety. This fee will not exceed \$50;
5. A fee for voluntarily purchased items, such as student publications, class rings, pictures, yearbooks, and graduation announcement. This fee will not exceed \$150;
6. A fee for voluntary student health and accident benefit plan. This fee will not exceed \$100;
7. A reasonable fee, not to exceed the actual annual maintenance cost, for the use of musical instruments and uniforms owned or rented by the academy. This fee will not exceed \$50;
8. A fee for items of personal apparel used in extracurricular activities that become the property of the student. This fee will not exceed \$50;
9. A parking fee or a fee for an identification card. This fee will not exceed \$50;
10. A fee for a driver-training course, not to exceed the actual cost per student in the program for the current school year. This fee will not exceed \$50;

11. A fee for an optional course offered for credit that requires the use of facilities not available on campus or the employment of an educator who is not part of the academy's regular staff. This fee will not exceed \$50;
12. A fee for summer school courses that are offered tuition-free during the regular school year. This fee will not exceed \$50;
13. A reasonable fee for transportation of a student who lives within two miles of the campus. This fee will not exceed \$50;
14. A reasonable fee, not to exceed \$50, for costs associated with an educational program offered outside of regular school hours through which a student who was absent from class receives instruction voluntarily for the purpose of making up the missed instruction and meeting the level of attendance required for class credit, so long as the fee would not create a financial hardship or discourage the student from attending the program.
15. A fee for lost, damaged, or overdue books. This fee will not exceed \$50;
16. A fee specifically permitted by any other statute.

The Academy may waive any fee or deposit if the student and parent/guardian are unable to pay. A request for such a waiver may be made using the school's Student Cost Waiver Application, which is distributed at the school office. Notification of eligibility for waived or reduced costs is determined using the same standards as those of Free and Reduced Lunch.

#### Collection of Fees

Each fee will be collected at the academy's front office. Fees may be paid in cash and/or with a debit card and a receipt will be issued.

Collected fees will be used as they are identified above.

#### Non-Payment of Fees

Students and parents/guardians will be accountable for non-payment of fees. The academy will work with the students and parents/guardians to collect such unpaid fees.

Failure to pay any required fee will not result in the withholding of a student's educational record.