

IMPORTANT TEXTBOOK INFORMATION

COMMUNITY ELIGIBILITY PROGRAM (CEP)

- Allows for all students district wide to receive meals at no cost.
- **FINANCIAL ASSISTANCE FOR TEXTBOOKS requires an application to be submitted.**

TEXTBOOK FINANCIAL ASSISTANCE APPLICATION

- A new application is required at the beginning of each school year for all students in your household. Income information cannot be carried over from year to year.
- **Parents/guardians should submit their application for textbook assistance ONLINE by going to www.fortwayneschools.org/fa.** (Website is available mid-July)
- Submit an application by Aug, 30 to avoid being invoiced for textbook rental fees.
- Parents/guardians are to submit ONLY ONE application at the beginning of every school year for all students in your household. Once an application is submitted, changes can be made by calling Nutrition Services (467-2055). Do NOT submit a 2nd application.

FEDERAL INCOME CHART
For School Year 2018-19

Household size	Yearly	Monthly	Weekly
1	\$22,459	\$1,872	\$432
2	\$30,451	\$2,538	\$586
3	\$38,443	\$3,204	\$740
4	\$46,435	\$3,870	\$893
5	\$54,427	\$4,536	\$1,047
6	\$62,419	\$5,202	\$1,201
7	\$70,411	\$5,868	\$1,355
8	\$78,403	\$6,534	\$1,508
Each add'l Person Add	+\$7,992	+\$666	+\$154



FINANCIAL ASSISTANCE ELIGIBILITY

- Parents/guardians with students who are on SNAP (food stamps) or TANF (temporary assistance for needy families) are directly certified by the State.
- Families who are approved for textbook financial assistance either due to being directly certified (SNAP/TANF), or based on a completed application, should receive a notification letter VIA US MAIL mid-July from Nutrition Services. **If a notification letter is not received,** you must call Nutrition Services (260-467-2055) to confirm eligibility.
- Parents/guardians are responsible for checking the notification letter to be certain ALL of their students' names are listed. If a student is missing, parents/guardians are responsible for contacting Nutrition Services (260-467-2055) to add the missing child. **PARENTS/GUARDIANS SHOULD NOT COMPLETE ANOTHER APPLICATION.**
- If a parent/guardian is denied assistance and the household size or income changes, they are to call Nutrition Services (260-467-2055) to update their application information. **PARENTS/GUARDIANS ARE NOT TO COMPLETE ANOTHER APPLICATION.**
- If an application is verified and information found to be incorrect, a family may be changed to full pay status and textbook rental fees would be charged.

TEXTBOOK RENTAL FEES

- Are based on courses entered on student schedules at the time the invoices are generated.
- Invoices are generated and mailed in mid-September to all students who have not been approved for financial assistance at that time.
- Parents/guardians are still responsible for any lost or damaged book fines, which are charged to a student's fee account and must be paid. Financial assistance applies ONLY to the RENTAL charges, not book fines.
- If parents pay fee invoices and are then approved for financial assistance at a later date, a refund may be issued. (Any outstanding fines, prior year fees, etc. may be deducted from a refund.)