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**I. PURPOSE**

This policy establishes Athlos Academy's state-compliant procedures regarding charging and collecting fees for all school activities including instructional materials and extracurricular activities.

**II. DEFINITIONS**

- A. Extracurricular Activities: Activities for students recognized or sanctioned by Athlos Academy which may supplement or compliment, but are not part of, required curriculum.

**III. POLICY**

- A. No student will be denied enrollment in any curriculum-related class for failure to pay school fees.

- B. Prohibited Fees

1. **No fee may be charged for any class or activity to students in grades K-6 for materials, textbooks, supplies or any class, activity, assembly, field trip, or any other activity occurring during the school day on a day that is a part of the regular school year.**
2. Fees may be charged in 6<sup>th</sup> grade if the school includes one or more of grades 7-12.
3. This policy does not prevent AAU from charging for any materials or textbooks that are lost, wasted, or damaged.
4. No fees shall be charged for duplicating or mailing copies of school records to an elementary or secondary school in which the student is enrolled or intends to enroll.

- C. Fee Schedule

1. All fees shall be established by the Athlos Academy Governing Board prior to the start of the school year in a fee schedule.
2. This fee schedule shall be adopted annually in a public meeting.
3. This fee schedule shall be distributed to parents on an annual basis and available in the office upon request.

- D. Donations

1. Donations may be solicited to help defray the cost of materials, supplies, and experiences for K-6 students and for required activities in grades 7-12.
2. All requests for donations shall clearly indicate that donations and contributions are voluntary.
3. Whether or not a student provided a donation shall not impact the student's available resources or participation in any required school activity.
4. A record of who donated shall not be made available to anyone without a need and a right to know, as determined by the Lead School Administrator.
5. All requests for donations shall be approved by the Lead School Administrator.

### E. Extracurricular Activities

1. Fees may be charged in connection with any extracurricular activity which does not take place during the regular school day, regardless of the age or grade level of the student, as long as participation is voluntary and does not affect a student's grade or ability to participate fully in any academic course.
2. Fees related to extracurricular activities may not exceed limits established by the Athlos Academy Governing Board.
3. The fees schedule shall be approved and distributed annually by the Governing Board.
4. The collection of school fees shall occur prior to student participation in the activity.
5. Fee amounts for extracurricular activities based on the category of activity (i.e. performing groups, sports, clubs etc.), shall be printed for each activity on the fee schedule.
  - a. There shall be a distinction made between required extracurricular fees (uniforms, equipment, etc.) and optional ones.
  - b. Fees shall comply with state recommendations for fee amounts and state laws regarding maximum amounts per grade level.

F. Athlos Academy shall provide fee waivers to ensure that no student is denied the opportunity to participate in a class or school-related activity because of an inability to pay a fee, in accordance with Utah Code § 53A-12-103 and *Student Policy 5606 – Fee Waivers*.

G. Written notice should be provided to parents/guardians, students, school personnel and the general public regarding school fees and waiver policies in accordance with Utah Code § 53A-12-104.

1. Athlos Academy may not spontaneously establish any student fee or cost not set and approved by the Governing Board in the annual fee schedule.
- H. Athlos Academy of Utah shall annually distribute a copy of the *School Fees Notice for Families of Children in Kindergarten through Sixth Grades*, *School Fees Notice for Families of Children in Seventh through Twelfth*, and the *Fee Waiver Application*, as applicable.