Subject: Important Update: Student Fees for the Upcoming School Year

Dear CEC Families,

We are writing to share important updates to Colorado Early Colleges' Student Charges and Student Charges Schedule Policy. These updates were made to improve clarity, reduce costs where possible, and ensure that no student is excluded from learning or school experiences due to financial circumstances.

Below is a summary of what families should know.

What Has Not Changed

- There are no fees required to enroll at CEC.
- There are no fees for required academic classes.
- Students will never lose access to instruction, grades, records, or a diploma due to unpaid fees.
- Families who qualify for Free or Reduced-Price Lunch (FRL) continue to receive fee waivers as required by law.

Key Updates for Families

Reduced Technology Fee (formerly Classroom Materials and Supplies Fee)
The annual Technology & Instructional Resources Fee has been reduced to $150. This fee helps support student technology, software, digital learning tools, and instructional materials used both on campus and online. Required instructional materials are provided at no cost to eligible students.

Lower Parking Fees
Parking remains optional and has been reduced to:

- $50 per semester, or
- $100 for the full year

Graduation Ceremony Fee Flexibility
The graduation ceremony fee is now a range of $50–$100, depending on ceremony costs. Importantly, no student will ever be denied a diploma due to inability to pay.

Food Service Fees Removed from Student Fee Schedule
Food service costs are no longer included in the student fee schedule. School meals are optional and managed through state and federal nutrition programs.

No Mandatory Club or Activity Fee
There is no longer a required club or activity fee. Students are charged only if they choose to participate in optional activities, clubs, sports, conferences, or competitions.

Clear Definition of Optional Fees
Some optional programs may have related costs - such as optional art or music classes, conferences, or extracurricular events - but these apply only if a student chooses to participate and do not affect access to academic instruction.

Support for Families

CEC is committed to keeping education accessible and equitable. Fee waivers and support are available for families who qualify or experience financial hardship. If you have questions or need assistance, please contact your school office.

Thank you for partnering with us to support a transparent, fair, and inclusive learning environment for every student.

Warm regards,

Dr. Jill Gildea
Chief Executive Officer
Colorado Early Colleges

Fee Waiver Request Process

Step 1: Parent/guardian requests fees to be waived

- Parent/guardian contacts Head of School to request hardship waiver.
- Head of School meets with parent/guardian to discuss circumstances and completes Hardship Waiver Request.
    - Student and school info provided.
    - Hardship circumstances described.
        - Applicable documentation should be attached.
    - Waiver/plan/service option selected.
    - Parent/guardian signature obtained.

Step 2: Circumstances verified

- Head of School reviews application and supporting documentation.
- Head of School verifies student qualifies for a Hardship Waiver (see "Hardship Guidance" below).
- Head of School signature obtained.

Step 3: Head of School forwards application to EOA (with supporting documentation)

- EOA reviews and logs Hardship Request and forwards to CEO for review.
- CEO reviews application and supporting documentation.
- CEO adds notes/recommendation and signs
- CEO returns to EOA with Approval/Denial or Modification Request.

Step 4: Notification

- EOA completes Hardship Approval/Denial Letter and forwards to Head of School.
- Head of School forwards Approval/Denial Letter to family.
- Head of School forwards Approval/Denial Letter to Business Manager (If Waiver was approved).

Step 5: Business Manager

- Monitors progress of payment plan and and service hours.
    - Payments tracked (if applicable).
    - Service hours tracked (if applicable).
    - Notifies Head of School if plan is not being fulfilled.
- Removes fees in IC once payment plan is fulfilled and notifies Head of School.

Business Managers cannot remove fees from IC without approved waiver and fulfillment of payment plan or community service agreement.

Step 6: Escalation

- Escalate unmet obligations to Head of School/Finance Department as needed.

Hardship Waiver Guidance

Heads of School can refer to the information below for guidance on Hardship Waivers. This list is not exhaustive, and circumstances not listed can be considered on a case-by-case basis. Documentation is required to verify a hardship if a waiver is requested.

Income-based and categorical hardship

- **Federal Free or Reduced-Price Lunch (FRLP):** A student's eligibility for the Free and Reduced-Price School Lunch Program automatically qualifies a student for fee reductions or waivers.
- **Public assistance programs:** Receiving benefits from programs like the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or Medicaid is a common and straightforward path to getting fee reductions. – **Verified through FRL Application**
- **Homeless or foster care status:** Students who are experiencing homelessness, living in foster care, or are a ward of the state are generally eligible for fee waivers - **Verified through FRL Application**
- **Low-income guidelines:** For families who are not enrolled in other assistance programs, meeting specific low-income guidelines set by the U.S. Department of Agriculture (USDA) is a qualification factor.

Unforeseen or special circumstances

Can be considered for families experiencing a recent and unexpected change in financial circumstances. This may include:

- **Loss of income:** This could be due to a recent job loss, a substantial cut in wages, or a reduction in child support, alimony, or other benefits.
- **High medical expenses:** Significant medical or dental bills that are not covered by insurance can be a factor.
- **Divorce or separation:** A recent divorce or separation in the family can impact financial stability and warrant a reevaluation of aid.
- **Death in the family:** The death of a parent or spouse is a valid reason for special consideration.
- **Natural disaster:** An event such as a house fire that affects a family's home can be considered a hardship.

Community Service Guidance

- Calculated using Colorado State Minimum Wage - $14.81 per hour.
- Community service assignments should support CEC directly and is not intended to support outside organizations.
- Should be utilized as an alternative option when a payment plan cannot be worked out.

Hardship Waiver Request

2026-2027

At CEC, we recognize that families may face financial or personal challenges that make it difficult to pay school-related fees. To support our students and ensure equitable access to education, we offer a **Hardship Fee Waiver** for the 2026-2027 school year.

If your family is experiencing financial hardship, whether due to income limitations, unexpected life events, or other qualifying circumstances, you may request a waiver, partial reduction, payment plan, or community service option in lieu of payment.

The process is designed to be confidential, respectful, and supportive. It begins with a conversation between the parent or guardian and the Head of School, followed by a formal request and documentation. Each waiver request is carefully reviewed to ensure fairness and consistency, and families are notified of the outcome promptly.

Our goal is to work together to find a solution that supports your student's success while honoring your family's unique situation.

Student(s): _____ **School:** _____

Date: _____

Reason for Hardship:

Choose the financial or personal circumstances that supports your request for a fee waiver or payment plan.

- ☐ Federal Free or Reduced-Price Lunch (FRLP)
- ☐ Public assistance programs
- ☐ Homeless or foster care status
- ☐ Loss of income
- ☐ High medical expenses
- ☐ Divorce or separation
- ☐ Death in the family
- ☐ Natural disaster
- ☐ Other:
  _____
  _____

Please share any additional information: _____

_____

_____

Fee Agreement:

☐ Full Waiver

☐ Partial Waiver

☐ Payment Plan (see below)

☐ Community Service Option (see below)

Payment Plan (if applicable):

If a full waiver is not granted/requested, please outline a proposed payment plan below.

Total Fee Amount: $_____

Initial Payment: $_____ Due by: _____ (No later than May 31, 2027)

Remaining Balance: $_____

Installment Plan:

- Payment 1: $_____ Due: _____

- Payment 2: $_____ Due: _____

- Payment 3: $_____ Due: _____

- Other: _____

Community Service Option:

☐ I agree to complete community service hours in lieu of full or partial payment.

Total Fees: _____

Hours Agreed (Based on Colorado State Minimum Wage Current Amount * Total Amount Due):_____

Proposed Service: _____

Completion Deadline (No Later than May 31, 2027: _____

Signatures and Printed Names

Parent/Guardian Name (Printed): _____

Parent/Guardian Signature: _____

Date: _____

FOR SCHOOL USE ONLY BELOW

Head of School (Printed): _____

Head of School Signature: _____

Documentation Provided/Verified: _____

Date: _____

Narrative/Notes:

_____

_____

_____

Approved _____

Approve with Modifications _____

Denied _____

CEO Printed Name: _____

CEO Signature: _____

Date: _____

Narrative/Notes:

_____

_____

_____

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or Text 'SDC' to 888.277.8111 To Enroll

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One-time payment!

Coverage is active from August 1, 2026 -June 30, 2027.

	Cost of insurance		Replacement cost without insurance
Acer, Lenovo Chromebook	$37.00	OR	$400.00
	Zero Deductibles		Replacement Cost

Does not cover accessories. Coverage excludes known damage/losses which are present at the time of purchase. Coverage is active only within the policy term upon receipt of payment, commencing on either the term's start date or the date payment is received, whichever occurs later.

If you are paying via credit card or PayPal, there is a 4% processing fee.

Colorado Early Colleges

Student Name: Parent Name:

School: Email (Mandatory):

Cell Phone: Unit Serial Number:

(Upload a Picture of Your Serial Number Online Only)

Call/Questions:

888.978.3515

Mail a check with this form to:

School Device Coverage
3390 Auto Mall Drive
Westlake Village, CA 91362

- *Checks need to be payable to: School Device Coverage*
- *Payments cannot be made over the phone*

Simple Claims Process:

Go to https://schooldevicecoverage.com/login to log into your account and file a claim.

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Cobertura para daños accidentales, pérdida y robo.

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La cobertura está activa desde el 1 de Agosto del 2026 - 30 de Junio del 2027.

	Costo del seguro		Costo de reposición sin seguro
Acer, Lenovo Chromebook	$37.00	O	$400.00
	Cero deducibles		Costo de reemplazo

No cubre accesorios. La cobertura excluye los daños o pérdidas conocidos que estén presentes en el momento de la compra. La cobertura está activa únicamente durante la vigencia de la póliza, tras la recepción del pago, comenzando en la fecha de inicio del plazo o en la fecha en que se reciba el pago, según cuál de las dos ocurra más tarde.

Si paga con tarjeta de crédito o PayPal, se aplica una comisión de procesamiento del 4%.

Colorado Early Colleges

Nombre del estudiante: _____ Nombre del padre/madre: _____

Escuela: _____ Correo electrónico (obligatorio): _____

Teléfono móvil: _____ Número de serie de la unidad: _____

(Suba una foto de su número de serie — Solo en línea)

Llamadas/Preguntas:

888.978.3515

Envíe un cheque por correo junto con este formulario a:

School Device Coverage
3390 Auto Mall Drive
Westlake Village, CA 91362

- *Los cheques deben emitirse a nombre de: School Device Coverage*
- *No se pueden realizar pagos por teléfono.*

Proceso de reclamaciones sencillo:

Diríjase a https://schooldevicecoverage.com/login para iniciar sesión en su cuenta y presentar un reclamo.

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