

Operational Services

Exhibit - Response to Appeal Fee Waiver Denial

On District letterhead

Date

Name

Address

City/State/Zip

Dear :

This letter is in response to your appeal of the Building Principal's decision to deny your request that the student fee for insert purpose of fee, in the amount of \$ insert fee amount, for insert name of student, be waived.

I have reviewed your application and have decided to insert "grant" or "deny" your request for a fee waiver for the following reason(s):

Sincerely yours,

Superintendent

DATED: October 10, 2007