



**TOWN OF TEWKSBURY
TEWKSBURY MEMORIAL HIGH SCHOOL
CLUB/ACTIVITY USER FEE FORM**

Student Name: _____

Address: _____

Telephone Number: _____

_____ Please check here if your family has applied for Free and Reduced Price Meals through Tewksbury Memorial High School.

Exemptions/Waivers: The Tewksbury School Committee does not wish to deny any students an opportunity to participate in the co-curricular programs because of financial hardship. Waivers are available for those who have qualified for the free and reduced lunch program in Tewksbury. An application for Free and Reduced Meals may be picked up at TMHS. The completed application must be returned to the TMHS Main Office. You will be notified if you are accepted, reduced (1/2 price) or rejected. An appeal of a denied waiver shall be made, in writing, to the Superintendent of Schools.

The activities user fee* must be paid, or a waiver granted, before a student participates in the activity/club's first function. Please make checks payable to "Town of Tewksbury." If you have any questions, please call the main office at 978-640-7825.

The final due date schedule for the collection of user fees is as follows:

- Fall Club/Activity: 1st Tuesday in September
- Winter Club/Activity: 1st Tuesday in December
- Spring Club/Activity: 1st Tuesday in April
- Full year Club/Activity: Two weeks after the initial meeting
- Other Club/Activity: Two weeks after the initial meeting

Advisors of all clubs and activity-oriented groups will collect the user fees from their participants and submit the checks/money orders and group rosters to the TMHS Main office on the specified dates.

Refunds: All requests for refunds must be made in writing to Tewksbury Memorial High School. Approved refunds will be processed at the conclusion of the season/activity. Refunds will be handled on an individual basis.

Club/Activity user fees must be returned with this form to the respective advisor.

*** Payment by check, bank check or money order – cash is NOT accepted.**