OCONOMOWOC
AREA SCHOOL DISTRICT
EMPOWERING A COMMUNITY OF LEARNERS AND LEADERS

PAYMENT PLAN AGREEMENT FORM

Although student fees are **due in full at time of registration**, we understand that in certain, limited circumstances (where financial hardship can be demonstrated), full and immediate payment of these fees may place a financial burden on some families. If you are not eligible for Free and Reduced Lunch and are unable to remit full payment, please fill out this Payment Plan Agreement Form and remit it to your school site. Our internal accounting system will divide your outstanding balance into four quarterly payments (September, December, March, June). All accounts arranging for a payment plan will be granted extended payment terms and *must be paid in full by June 8*, 2017 (the last student school day).

AGREEMENT: I agree to make payments to Oconomowoc Area School District until the student fees for the current school year are paid in full. I understand that fees for tangible items such as yearbooks, assignment notebooks, calculators, etc. are not eligible for a payment plan and **must be paid in full before receiving the item.** I understand student accounts must be paid in full by June 8, 2017 and any past due balances on this date will be referred to the Waukesha County Department of Administration-Collection Division.

School (list only **one** school site):_____

Student's First and Last Name:_____

Student's First and Last Name:_____

Student's First and Last Name:_____

Parent/Guardian Address:_____

Phone Number:_____ E-mail:_____

Printed Parent/Guardian Name: _____

Signature of Parent/Guardian:_____ Date:_____

PLEASE RETURN THIS FORM TO YOUR STUDENT'S SCHOOL SITE OFFICE. If you have children at more than one school site, **please fill out a separate form for each school site**. To view your outstanding fee balance, please go to the District website and select Family Resources/Family Access Login/Fee Management. **You will not receive a paper billing notice.** Please allow a couple weeks at the beginning of the school year for all payment plan information to be entered into Skyward Family Access by District personnel. If you have questions, please contact your school office.

Greenland Elementary *262-560-8100*
Ixonia Elementary *262-560-8400*
Meadow View Elementary *262-560-8000*
Park Lawn Elementary *262-560-8200*
Summit Elementary *262-560-8300*
Nature Hill Intermediate *262-569-4940*
Silver Lake Intermediate *262-560-4300*
Oconomowoc High School *262-560-3100*