



**GWENDOLYN BROOKS COLLEGE
PREPARATORY ACADEMY**

250 East 111th Street
Chicago, Illinois 60628
Phone: 773-535-9930
Fax: 773-535-9939
brookscollegeprep.org

July 7, 2017

Dear Students and Parents,

I hope you are enjoying your summer! Although it seems like summer has just begun, we are officially preparing for the start of another school year. I would like to update you on important registration dates so you can prepare your summer plans.

On the pages to follow, you'll find information about this year's school fees and dates for registration. A few of the required documents you'll need to submit this year will be posted on our website for easy access. Last year, we did not increase fees and we will ensure that stays the same this year as well. Because we've kept our fee schedules the same for six consecutive years, it is important to know that the school relies heavily on the funds generated from student fees to purchase resources and services that support student learning. Finally, we need every parent to complete a lunch application prior to September 22, 2017. A significant source of school funding comes directly from the completion of Family Income Form applications; even if you believe you do not qualify, I am asking for you to submit an application anyway.

This year, to cut down on the time spent in lines, we are offering early bird registration. A link will be sent to you to sign up for early bird registration. We hope these additional days will allow for more flexibility and convenience.

Again, I am excited about the upcoming school year and I'm looking forward to seeing you and your student during registration.

Sincerely,

Shannae Jackson
Principal
Brooks College Prep
Sbjackson1@cps.edu



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SY2018 Fee Schedule*

The senior instructional class fee is \$390 (includes \$290 school and \$100 senior graduation fee). This fee also includes transcripts, mailing of college applications, class and graduation fees (cap and gown, stole, diploma cover, and venue). **Senior Fees are due on Senior Registration Day on Tuesday, August 22, 2017. Seniors fees (\$100) associated with graduation are not eligible for fee waivers.**

The junior instructional class fee is \$290. **Junior fees are due on Junior Registration Day on Wednesday, August 23, 2017.**

The sophomore instructional class fee is \$290. **Sophomore fees are due on Sophomore Registration Day on Wednesday, August 23, 2017.**

The freshman instructional class fee is \$315. This fee includes two locks and one P.E. uniform. **Freshman fees are due at Freshman Registration on Thursday, August 24, 2017.**

The 8th grade instructional class fee is \$350 (includes \$250 and \$100 8th grade graduation fee). This fee also includes class and graduation fees (cap and gown, stole, diploma cover and trips.) **8th grade fees are due on 8th Grade Registration Day on Tuesday, August 22, 2017. 8th grade fees (\$100) associated with graduation are not eligible for fee waivers. This fee does not include locks or PE uniform and if needed it will be an additional fee per item (\$10 lock, \$10 PE shirt, \$10 PE shorts, and \$20 optional PE sweat pants).**

The 7th grade instructional class fee is \$315. This fee includes two locks and one P.E. uniform. **7th grade fees are due at 7th grade Registration on Thursday, August 24, 2017.**



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All instructional class fees cover the cost of consumables, including, but not limited to: workbooks, handbooks, lab and demonstration equipment, incentives for academic and behavioral achievement, and course materials. Fees related to technology and seminars are also included in the instructional fees. Fees are payable in full by money order or bank cashier's check (payable to Gwendolyn Brooks College Preparatory Academy), VISA or MasterCard only – **no cash or personal checks will be accepted unless prior arrangements have been made.** A preliminary class schedule will be given upon receipt of all completed forms and payment of fees.

Student Registration Schedule

Class	Date	Time
8 th Grade	Tuesday, August 22, 2017	8:30AM – 11:30AM
Seniors	Tuesday, August 22, 2017	1:00PM – 4:00PM
Juniors	Wednesday, August 23, 2017	8:30AM – 11:30AM
Sophomores	Wednesday, August 23, 2017	1:00PM - 4:00PM
7 th Grade	Thursday, August 24, 2017	8:30AM-11:30AM
Freshmen	Thursday, August 24, 2017	1:00PM-4:00PM

**Unless there is a drastic reduction in school funding, the following fee schedule will stay in effect through SY18*

**Early Bird Registration Dates and Times
(See email to sign up for a 15 minute slot)**

Date	Time
Tuesday, August 15, 2017	9:00AM-11:30AM and 1:00PM-3:00PM
Wednesday, August 16, 2017	9:00AM-11:30AM and 1:00PM-3:00PM
Thursday, August 17, 2017	9:00AM-11:30AM and 1:00PM-3:00PM
Friday, August 18, 2017	9:00AM-11:30AM and 1:00PM-3:00PM



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Important Notes

- The AP exam fee is an additional \$94 per class. Please note: AP Capstone and AP Research class is \$141.
 - For students who qualify for free/reduced lunch, a \$15 deposit per AP course is required by Friday, November 3, 2017.
 - For students who do not qualify for free/reduced lunch, a \$15 deposit per AP course is required by Friday, November 3, 2017. The remaining balance must be paid in full by January 12, 2018.
 - Due to potential schedule changes, this year, we **will not** collect AP fees at registration. We will begin collecting AP fees after the second week of school.

- All physicals, emergency forms, lunch applications, etc. must be completed and turned in during orientation. Students will not be cleared unless all forms have been completed and submitted during orientation.
- It is very important to the financial state of the school that all lunch applications are turned in during registration. A significant portion of the school's operating budget comes from the data collected from each lunch form. In order to avoid an increase in the amount charged for student fees, please submit your lunch form during registration. A copy of the lunch form will be posted on our website for your review; please use the form online as a reference for filling out the actual lunch application during registration. The real lunch applications are uniquely coded and cannot be posted online or mailed home.
- Students who qualify for free or reduced lunch may also qualify for a fee waiver. Eligibility is determined after review of lunch form. Fee waiver applications will be available during Registration and are due by November 3, 2017.
- Yearbooks are a separate cost and can be purchased online.
- Debts will be issued if any equipment or books are damaged, lost or destroyed.
- **Proof of Residency**
 - **Please note:** Any two of the following must be presented at Registration or you will not be able to complete registration. You will have one week to provide proper documentation or your enrollment status will be jeopardized.
 - **Current utility bills**
 - **Illinois driver's license or State of Illinois identification card**

 - **Deed**
 - **Employer identification card**
 - **MediPlan/Medicaid Card;**
 - **Court documents;**
 - **Illinois Department of Public Aid card;**
 - **Stamped United States Post Office change of address form;**
 - **Illinois state aid check/social security check; and**

 - **Other identification card issued by a federal or state agency or foreign government consulate, such as a Matriculate Consular.**



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