



**GWENDOLYN BROOKS COLLEGE
PREPARATORY ACADEMY**

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

July 8, 2019

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 seven 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 16, 2019. A significant source of school funding comes directly from the completion of school lunch applications; even if you believe you do not qualify, I am asking for you to submit an application anyway.

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

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Sincerely,

Shannae Jackson
Principal
Brooks College Prep
Sbjackson1@cps.edu



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SY2019-2020 Fee Schedule*

The senior instructional class fee is \$390. 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 13, 2019. Seniors fees (\$100) associated with graduation are not eligible for fee waivers. Please note: The Senior Activity Fee letter (luncheon and prom) will be sent out during the school year. However, please note, Seniors who plan to attend all events (with guests) will need to pay an estimated cost of \$380 to participate.**

The junior instructional class fee is \$290. **Junior fees are due on Junior Registration Day on Wednesday, August 14, 2019.**

The sophomore instructional class fee is \$290. **Sophomore fees are due on Sophomore Registration Day on Wednesday, August 14, 2019.**

The freshman instructional class fee is \$315. This fee includes two locks and one P.E. uniform. *Please note: Rising Academic Center 9th graders fee is \$290.* **Freshman fees are due at Freshman Registration on Thursday, August 15, 2019.**

The 8th grade instructional class fee is \$350. 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 13, 2019. 8th grade fees (\$100) associated with graduation are not eligible for fee waivers. Please note: The 8th Grade Activity Fee letter will be sent out during the school year. However, please note, 8th graders who plan to attend all events (with guests) (luncheon and 8th grade trip) will need to pay an estimated cost of \$350 to participate.**

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 Tuesday, August 13, 2019.**

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, bank check, 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.

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****Please note: If you are paying with a credit card, there is a 2.25% charge of the grand total or \$1 minimum as per the State Treasurer transaction fee.**

*****No partial credit card charges are allowed. You must do a full payment.**

Student Registration Schedule

Class	Date	Time
Seniors	Tuesday, August 13, 2019	9:00AM – 11:30AM
Juniors	Wednesday, August 14, 2019	9:00AM – 11:30AM
Sophomores	Wednesday, August 14, 2019	1:00PM – 3:30PM
8 th Grade	Tuesday, August 13, 2019	1:00PM - 3:30PM
7 th Grade	Tuesday, August 13, 2019	1:00PM-3:30PM
Freshmen	Thursday, August 15, 2019	10:00AM-1:00PM

**Unless there is a drastic reduction in school funding, the following fee schedule will stay in effect through SY20*

Early Bird Registration Date and Times

Date	Time
Monday, August 12, 2019	9:00AM-11:30AM and 1:00PM-3:30PM

Important Notes

- The AP exam fee is an additional \$95 per class.
 - For students who qualify for free/reduced lunch, a \$15 deposit per AP course is required by Friday, December 20, 2019.
 - For students who do not qualify for free/reduced lunch, a \$15 deposit per AP course is required by Friday, December 20, 2019. The remaining balance must be paid in full by March 20, 2019.
 - Due to potential schedule changes, this year, we **will not** collect AP fees at registration. We will begin collecting AP fees after November 4, 2019.



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- All physicals, emergency forms, lunch applications, etc. must be completed and turned in during registration. Students will not be cleared unless all forms have been completed and submitted during registration.
- 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 September 16, 2019.
- 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.**