Updated 11-6-12

Highland Local Schools Pay-to-Participate Guidelines

(Please read all information carefully)

The Highland Local Schools' Board of Education instituted a participation fee effective January 4, 2010, for athletics, clubs and co-curricular activities in grades 6-12 that are supported by stipends for the sponsor. This information sheet provides details for the entire District.

The purpose of this fee is to offset the expenses the BOE incurs while providing comprehensive athletic programs, clubs and co-curricular activities.

Please make check or money order payable to Highland Local Schools *(note student name).*
Please note there is no payment plan or scholarship assistance available.

1. **The following activities listed on Page 3 of this document will require a fee of $50, $200 or $250. Please note: There is a $750 maximum per family.**
    a. If a check is returned for non-sufficient funds (NSF), the participant will be immediately removed from the activity and will not be permitted to rejoin until a cash payment is made that covers the expense of the activity, as well as any fees charged by the bank for processing the NSF check.

2. **The fees must be paid in full by 3:30 p.m. on the following dates. High School and Middle School athletics should be paid at the High School Athletic Office. All clubs and co-curricular activities should be paid at the school office.**

Fall Sports:	First Official Day of Practice
Marching Band:	First Official Day of Practice
Fall Clubs:	First Official Organized Meeting
Winter Sports:	First Official Day of Practice
Winter Clubs:	First Official Organized Meeting
Spring Sports:	First Official Day of Practice
Spring Club:	First Official Organized Meeting

3. **All forms and fees must be returned in a sealed envelope to the Athletic Department for athletes and to the High School or Middle School office for clubs and co-curricular activities.**

4. **The Pay to Participate Fee <u>DOES NOT</u> guarantee any student playing time.**

5. **Fees are non-refundable with the following exceptions:**
    a. A sport or activity is cancelled due to insufficient numbers.
    b. Student does not make the team.
    c. If a student suffers a season ending injury prior to the first game (doctor's verification required).
    d. If an athlete is permitted to go out for a sport after the starting date, fee payments will be accepted after the start date, but before the individual can begin practice.
    e. Student moves out of the District prior to the first game.
    f. If the student becomes academically ineligible before the first mandatory practice set by the OHSAA.
    g. A student who is academically ineligible to begin the season, but plans on practicing with the team with the anticipation of becoming eligible prior to the season ending, still must pay the participation fee. If the athlete <u>does not</u> gain eligibility at any point during the season, the fee will be refunded.

6. **No refunds will be issued after the season or activity starts (first mandatory OHSAA practice dates).**

7. **Activity will be offered only when qualified coaches and advisors are available and hired by BOE.**

8. **If the minimum number designated for a particular sport or activity is not reached by the deadline dates that particular activity will be cancelled.**

9. **If you have any questions, please contact the Athletic Department at 330-239-1901, ext. 5401, or the director of your club.**

Pay-to-Participate Fee Structure
(Athletics, Clubs and Co-curricular Activities)

$250 FEE

HS Football
HS Volleyball
HS Soccer
HS Tennis
HS Cross County
HS Golf
HS Cheerleading *(Fall)*
HS Cheerleading *(Winter)*
HS Marching Band
HS Basketball
HS Wrestling
HS Baseball
HS Softball
HS Track

$200 FEE

MS Football
MS Volleyball
MS Cross Country
MS Cheerleading *(Fall)*
MS Cheerleading *(Winter)*
MS Basketball
MS Wrestling
MS Track

$50 FEE

MS Bowling Club
MS Drama Club
8th Grade Girls' Choir *(after-school club)*
8th Grade Boys' Choir *(after-school club)*
MS Jazz Band
MS Musical Production
MS Power of the Pen
MS Robotics
MS Newspaper
MS Ski Club
MS Yearbook
HS Newspaper
HS Chess Club
HS Speech Team
HS Debate Team
HS Jazz Band
HS Flag Girl *(Fall)*
HS Dance Team *(Winter)*
HS Robotics
HS Science Club
HS Ski Club
HS Drama Club
HS Rugby Club
HS Convolutions
HS Musical Production
HS Dramatic Production

**students enrolled in theater tech. class will not be assessed a fee to complete the requirements of this course.*

The following list of activities and clubs associated with leadership, recognition and volunteer service DO NOT require a fee:

MS National Junior Honor Society (NJHS)
MS Student Council
HS AGST (Achieve Greatness Stay True)
HS DARE (Drug Abuse Resistance Education)
HS Key Club
HS National Honor Society (NHS)
HS Peer Leaders
HS SADD (Students Against Destructive Decisions)
HS Student Council
HS VOFT (Volunteer Opportunities For Teens)

Highland Local Schools' Participation Fee Registration Form

This form must be returned with a check or money order payable to Highland Local Schools.

Method of Payment

Date: _____ Check# or Money Order: _____ Amount: _____

Fee: $250 for HS Sports, $200 for MS Sports and $750 Family Cap
Clubs and Co-curricular Activities: $50 fee per club or activity

Form should be completed for each student. Additional forms available online or at school.

Student's Name: _____ Grade: _____

Address: _____ Phone: _____

City: _____ Zip Code: _____

FALL Sports and Clubs

___ HS Football
___ HS Volleyball
___ HS Soccer
___ HS Tennis
___ HS Cross Country
___ HS Golf
___ HS Cheerleading
___ HS Marching Band
___ HS Club (_____)
(_____)
(_____)

___ MS Football
___ MS Volleyball
___ MS Cross Country
___ MS Cheerleading
___ MS Club (_____)
(_____)
(_____)

WINTER Sports and Clubs

___ HS Basketball
___ HS Wrestling
___ HS Cheerleading
___ HS Club (_____)
(_____)
(_____)
(_____)

___ MS Basketball
___ MS Wrestling
___ MS Cheerleading
___ MS Club (_____)
(_____)
(_____)

SPRING Sports and Clubs

___ HS Baseball
___ HS Softball
___ HS Track
___ HS Tennis
___ HS Club (_____)
(_____)
(_____)

___ MS Track
___ MS Club (_____)
(_____)
(_____)

Parents: Please read and sign below

I have read the guidelines as set forth by the Highland Local Schools' Board of Education regarding the rules and regulations of the Highland Participation Fee Program. I agree to abide by these regulations and to allow my son/daughter to participate in this program.

PARENT SIGNATURE _____ **DATE** _____

PARENT NAME (please print) _____

Highland Local School District
Pay-to-Participate Refund Request Form
2012-13

Date of request: _____ Date received: _____

Name of student applicant: _____

Name of parent or guardian: _____

Name of activity in which you wish to receive a refund: _____

Reason for refund request:

____ Program cancelled — Date cancelled: _____
____ Moved from district — Date withdrawn from school: _____
____ Injured — Date of injury: _____ *(doctor's excuse required)*
____ Quit team — Date quit the team: _____
____ Other

The information offered above is to the best of my ability current, accurate and correct. Once approved, refunds will be submitted to the treasurer's office for payment. An attempt will be made to process and issue the refund within a 30-day time period.

Signature of parent/guardian: _____ Date: _____

**Please note that this application <u>does not</u> guarantee that a refund will be authorized.*

<u>Send payment to:</u>

Name: _____

Address: _____

City/State/Zip: _____

<u>Administrative Use Only</u>

_____ Approved By

_____ Denied by

Reason for Denial: