



# 2024-2025 Fee Reduction Eligibility Form

Deadline to submit for PSAT/NMSQT: **September 9, 2024**

## Eligibility Criteria

The following table lists annual family income, by family size, at 185% of the poverty level. If the student's family income does not exceed the amount listed in the relevant row and column, that student qualifies for an AP exam fee reduction.

Size of Family Unit	Annual Gross Family Income
1	\$27,861
2	\$37,814
3	\$47,767
4	\$57,720
5	\$67,673
6	\$77,626
7	\$87,579
8	\$97,532
For each additional family member, add:	\$9,953

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Parent Signature \_\_\_\_\_

**Please submit a copy of ONE of the following documents along with this form to the Guidance Office.  
DUE by September 9, 2024.**

€ 1. Free/Reduced Lunch Eligibility Letter from Nutrition Services (see instructions below for obtaining this letter)

**OR**

€ 2. Tax Return – Form 1040, refer to line 22; 15 on the 1040A; and line 1 on the 1040EZ. Only the first 2 pages of your last year's tax return are needed and show your student listed as a dependent.

Each state determines whether or not students qualifying for the College Board's fee reduction are eligible for additional fee reductions through federal and state grants.

**\*\*For additional fee reduction information, please see Ashley Ickes in the Guidance Office.\*\***

## **Fee Reduction Instructions**

1. Register for exams through Total Registration:  
[www.TotalRegistration.net/PSAT/050729](http://www.TotalRegistration.net/PSAT/050729)
2. Choose either Free/Reduced lunch or Financial Assistance when registering. **Please don't choose both.**
3. Fill out Fee Reduction Form and turn into the Guidance Office with a copy of your Free/Reduced Eligibility Letter from the district **OR** a copy of most recent Tax Return Form 1040 by **September 9, 2024**.  
  
(If you do not have a copy of your letter, please call the District Office Food & Nutrition Department for a copy @ (949) 234-9503. It can be emailed to you.)
4. Once the Guidance Office has approved your fee reduction, log back into Total Registration and pay balance due.
5. Balance needs to be paid by **September 9, 2024**. If payment is not made, then the test will be canceled and students will need to re-register with a \$40 late fee **per exam** through the Guidance Office.

Contact Ashley Ickes with any questions [asickes@capousd.org](mailto:asickes@capousd.org)