

	TITLE: Letter from Principal Declining Request for Waiver of Tuition
	FORM: JC-R-F(16) Updated 8/12/2020

[Date]

[Name of Family Member Requesting Enrollment]

[Street Address]

[City, State, ZIP]

RE: [Student's Name]

Dear [Parent/Guardian]:

On behalf of Mesa Public Schools, I am writing to inform you that tuition will not be waived for [Student's Name] because [insert reason].

If you want [Student's Name] to remain enrolled as a student in the Mesa Unified School District, you must pay tuition by [Insert Date] or [Student's Name] will be withdrawn on that date.

Please call me if you would like to know the amount of the tuition charge or if you have any other questions.

Sincerely,

[Principal Name]

Principal [Name of School]