Hunter College Campus Schools
Reduced Application Fee Guidelines 2019-2020

If applying for a reduced application fee, income documentation is required from BOTH parents. Please attach the documentation to this sheet and email (or hand deliver) to the address at the bottom of this page.

Child’s name: __________________________________________ Application ID # ____________
Elementary School Applicant  □ High School Applicant  □

The reduced application fee will be considered if one of the following applies:

- The child is a foster child or a ward of the state and is considered a household of one person. *You must provide documentation from the court or an appropriate social service agency.
- The child's family is receiving some form of public assistance from a city, state, or federal agency and official documentation is provided with this request.
- The child is a member or legal ward of a family with year 2018 gross annual income/resources at or below the following level (as documented by the tax return):
  *1 family member - $23,107  
  2 family members - $31,284  
  3 family members - $39,461  
  4 family members - $47,638  
  5 family members - $55,815  
  6 family members - $63,992  
  7 family members - $72,169  
  8 family members - $80,346

*Household size is the number of dependents plus the filer on the family's current tax statement. Income levels are based on the USDA Food and Nutrition Service Income Eligibility Guidelines of the National School Lunch Program. For each additional member, add $8,177.

ONE OF THE FOLLOWING DOCUMENTS IS REQUIRED FOR BOTH PARENTS:

- A copy of the 2018 1040 tax form, with BOTH parents listed – (pages 1 & 2 ONLY).
- A “Verification of Non-filing Letter” from the IRS.
- A Public Assistance Grant award letter
- An Unemployment Benefits Statement

All valid and official documents will be reviewed. You will be contacted AFTER all income documentation is provided to HCHS. (NOTE: Although your child’s test scores might be verified on an earlier date, your child will NOT receive a ticket for the examination until this reduced fee request is complete.)

NOTE: Reduced fee requests may be denied if documentation shows evidence of other resources, aside from annual income. If the reduced fee request is not approved, or if you have additional questions about eligibility, please contact us at the following numbers:

Elementary School Applicants: 212-860-1401  
Email: HCESAdmit@hccs.hunter.cuny.edu  

High School Applicants: 212-860-1261  
Email: HCHSAAdmit@hccs.hunter.cuny.edu

HCHS Office of Admissions
71 East 94th Street, Rm.126  
(between Park & Madison Avenues)
ATT: Reduced Application Fee