

Extracurricular Activity (ECA) Fees School Year 2010-2011

General Information for Middle and High School Students and Parents/Guardians

What is the purpose of the Extracurricular Activity Fee?

The revenue received from the fee is used to help lower the cost of extracurricular activities. It has enabled the Montgomery County Public Schools (MCPS) to expand extracurricular activity programs in middle and high schools.

How much is the fee?

The annual fee is \$30.00. There is a reduced fee based on family resources. If the family income is \$35,000 or more, the fee is \$30.00.

Am I eligible to pay a reduced ECA fee?

You may be eligible to pay a reduced fee of \$15.00 if your gross family income is less than \$35,000. If you are eligible to pay a reduced fee, you **must** send written proof of income with your payment, such as a recent tax form, two current pay statements, or letter from a family assistance agency. MCPS will **not** accept reduced fees without documentation. Do not send original documents, as they will not be returned.

How do I pay the ECA fee?

By check or money order – Address payment to MCPS – ECA Unit, and send directly to Division of Controller, 850 Hungerford Drive, Room # 161, Rockville, MD 20850. Returned checks are subject to a \$25 fee. **DO NOT SEND PAYMENT TO YOUR SCHOOL.**

By Visa, MasterCard, American Express Credit Card – Payments are accepted by going to the website www.montgomeryschoolsmd.org/parents/ and clicking on "Old Parents Page"; look for the Resources section, and then click on Extracurricular Activity (ECA) fee - Pay online. (This is a secured website). Reduced ECA fees are not eligible for online credit card processing and must be paid by check.

Parents will be sent by e-mail a receipt called a PFMS workflow mailer when they pay on-line by credit card.

Cash – PAYMENTS MUST BE MADE IN PERSON. Please have the correct amount of money.

Do all middle school and high school students have to pay?

No. Extracurricular activities are voluntary. Students who do not participate in any extracurricular activities are not required to pay the fee. Only students who participate in school-sponsored extracurricular activities (sports, intramural, clubs, etc.) in which there is an adult supervising students beyond the instructional day are required to pay.

Are there any Extracurricular Activities that do not require the ECA fee payment?

Yes. Students who are required to participate in an after-school activity, such as concerts or plays, as part of the class requirement to receive course credit, do not need to pay the ECA fee. Please check with your school administration to determine what activities are listed as extracurricular activities.

Where do I mail the ECA fee payment?

Payments and remittance forms should be sent directly to Montgomery County Public Schools, Attn: MCPS - ECA Unit, Division of Controller, 850 Hungerford Drive, Room #161, Rockville, MD 20850. **Do not send payment and remittance forms to the schools.**

How soon does the fee have to be paid?

Students may try out for sports teams or other activities before paying the fee. Once the student is informed he or she has been selected for the team or activity, the fee must be paid.

Can the fee be paid on a semester basis or prorated as a new student coming into the school system?

No. This is an annual fee of \$30.00. The entire amount is due at the time of participation.

If a student will not be participating in an extracurricular activity until the spring semester, does the fee have to be paid in the fall?

No. The fee can be paid in the spring, but must be paid once the student is informed he/she has been selected for a team or other activity.

What should a student do who does not receive the ECA Fee remittance form in the mail from MCPS?

Three options are available. Stop by the office of your child's home school, call the ECA office at 301-517-5000 to send you a form or Payments are accepted by going to the website www.montgomeryschoolsmd.org/parents/ and clicking on "Old Parents Page"; look for the Resources section, and then click on Extracurricular Activity (ECA) fee - Pay online. (This is a secured website.) (Reduced ECA fees are not eligible for online credit card processing and must be paid by check.)

Can students use last year's form?

No. Please use the 2010–2011 ECA preprinted form. Although the new form is similar in appearance to last year's form, it is different.

My child is in 6th grade and I have never heard of this fee before?

This fee is voluntary and we recommend that the sixth grade parents wait until the school has a "Back to School Night" to get more information regarding the **Extracurricular Activities**. Please contact your school as each school has their own activities.