

I am submitting a formal request for financial assistance for my *child (children)*, *<name> (<grade>)* {if you are registering multiple children, all children to be registered must be listed}

I am able to pay \$XX of the fee, but cannot pay the full amount of the fee due to *<insert a brief explanation of your reason for need>*.

I have attached *<insert item(s) of documentation of need>* to this e-mail to document our family's financial need.

Thank you for your consideration.