

FREE OR REDUCED-PRICE SCHOOL LUNCH VERIFICATION FORM



BROWN
Division of Pre-College
and Undergraduate Programs

In order for us to approve your request for an application fee waiver based on your eligibility for **need-based** free or reduced-price school lunch, please have a staff member from your school complete this form or give you a typed letter on school letterhead stating that your school offers **need-based** free lunch to all students or that you personally qualify for free or reduced-price lunch for another **need-based** reason. We suggest reaching out to one of the following individuals for the letter:

- Guidance counselor
- School secretary or other administrative staff member
- Vice-principal

Once your school has completed this form or you have received a typed letter, you should upload it in your application when prompted.

To be completed by school staff member:

- I hereby certify that (student name) _____ qualifies for free school lunch as part of our school's participation in the **school-wide free lunch** program through the Community Eligibility Provision (CEP*). (*Universal free lunch programs do not qualify unless the student would otherwise qualify for another need-based reason.*)
- I hereby certify that (student name) _____ qualifies for **individual need-based** free or reduced-price school lunch. (*A student who attends a private tuition-based school that includes lunch as part of their billed fees is not eligible unless the student receives a significant need-based scholarship to attend the school.*)

Name of School: _____

School Staff Member Name: _____

School Staff Member Title: _____

School Staff Member Contact Email/Phone: _____

**CEP is The Community Eligibility Provision (CEP) is a non-pricing meal service option for schools and school districts in low-income areas. Visit <https://www.fns.usda.gov/school-meals/community-eligibility-provision> for more information.*