

[Sample Proposed Tuition Rate Letter]

July 20, 2010

Robert Scott, Commissioner of Education  
Texas Education Agency  
1701 North Congress Avenue  
Austin, TX 78701-1494

Subject: Request for Approval of Prekindergarten Tuition Rate

Dear Commissioner Scott:

ABC Independent School District is requesting your approval to charge a tuition rate of \$2,000 per year per ineligible student for a full-day prekindergarten program for the 2010–2011 school year. This rate does not exceed our district's costs to provide the additional prekindergarten classes.

Thank you for your consideration of our request. If you or members of your staff have any questions, you may reach me by phone at (777) 777-7777 or by email at [Jana.Ruiz@ABCISD.org](mailto:Jana.Ruiz@ABCISD.org).

Sincerely,

Jana Ruiz  
Superintendent, ABC Independent School District

JR/dn