



Community College Payment Program

The Community College Payment Program allows youth under DCFS guardianship enrolling in an Illinois community college the opportunity to have their in-district tuition, fees, and books paid by DCFS if they are not paid by financial aid grants. Payment requests can be submitted for vocational training programs that are part of the community college curriculum. **Requests for out-of-district and prior fiscal years' tuition will not be approved.**

Eligibility Criteria:

- Must be a youth for whom DCFS is legally responsible
- Must be accepted for enrollment by an in-district community college
- Has not used his/her four semesters of payments
- Maintain a "C" average
- Must apply for financial aid through FAFSA, designating community college to receive funds and complete all requested documentation of school financial aid department. FAFSA funding is to be used before requesting payment from DCFS

Benefits:

- Payment of in-district community college tuition, fees, and books not covered by financial aid grants for a maximum of 4 semesters; and,
- Services and assistance as required from my caseworker and/or Department Education Advisors

Caseworker Responsibilities:

- Assist youth with completing school enrollment, FAFSA and financial aid paperwork
- Complete applicable portion of CFS 407-3, review with youth and have youth sign Service Agreement, and provide letter documenting DCFS guardianship to youth. Caseworker must also ensure the youth submits the completed CFS 407-3 form to the community college and is in compliance with the program.

Youth Responsibilities:

- Submit completed 407-3 form to school for each semester payment is being requested
- Provide letter of verification of DCFS guardianship status to the community college
- Send an official copy of class schedule and grades to caseworker within two weeks after receiving them
- If the youth does not drop classes by drop/add date, he or she will be required to pay the bill

Payment Request Process:

Community College must submit the completed CFS407-3 along with student schedule, invoice and proof of financial aid status for each semester that payment is being requested to:

DCFS Community College Payment Program
595 S State St., Elgin, IL 60123
Phone 847-888-7637 • Temporary Fax 847-888-5543

Direct questions to the Office of Education and Transition Services

Chicago
312-814-5959

Elgin
847-888-7637

Springfield
217-557-2689

