**Section 150.250 Application Fee Waiver Program**

a) All applicants may request a waiver of any application and/or testing fee by submitting the appropriate form as prescribed by the Board. The form shall be available on the Board website (Illinoistrooper.com).

b) Applicants shall be eligible for a waiver of the application and/or testing fee if they meet one of the following requirements:

1) The applicant's available income is 200% or less of the current poverty level; or

2) The applicant is, in the discretion of the Board, unable to pay the application fee and payment of that fee would result in substantial hardship to the person or the person’s family.

c) The current poverty level shall be the poverty guidelines enumerated by the U.S. Department of Health and Human Services.

d) Applicants seeking a fee waiver must show proof of their current income levels or a statement explaining the substantial hardship to the person or the person’s family.

e) The Board shall make a determination of eligibility and notify the requester if the request is granted or denied as follows:

1) Requests based on the income level of the applicant shall receive a determination of eligibility within 30 days of receipt of the request by the Board.

2) Requests based on substantial hardship to the person shall be reviewed by the Board at its next regular Board meeting after receipt of the request, except that requests received within seven business days of the next regular Board meeting shall be considered at the second subsequent regular Board meeting. The Board shall vote to accept or deny the request for a fee waiver by a majority of the Board Members voting. Requests approved by a majority of the Board shall be granted. In the event of a tie vote, the request for fee waiver shall be denied. The applicant shall be notified of the Board’s determination within 10 days following the determination of the Board.

(Source: Added at 46 Ill. Reg. 15350, effective August 24, 2022)