



ST. MATTHEW CATHOLIC SCHOOL
10703 Wurzbach Rd.
San Antonio, Texas 78230
(210) 478-5099 Fax (210) 696-7624



Alvin Caro
Principal

04/30/2018

Marlene H. Dortch, Secretary
Federal Communications Commission
Office of the Secretary
445 12th Street, SW
Washington, DC 20554

Re: Request for Waiver of Form 471 Filing Deadline for Funding Year 2018 CC Docket No. 02-6

Contact:

Name of School: St. Matthew Catholic School
Billed Entity Number (BEN): 90871
Contact Name, Title: Stan Wykosky, E-Rate Manager
Phone: 610-954-9985
E-mail: stanwykosky@rcn.com

FY 2018 Form 471 Application #: 181042028

Dear Ms. Dortch,

I am writing to respectfully request the FCC to grant a waiver of the Funding Year 2018 Form 471 deadline so that our Form 471 E-Rate application will be considered as having been filed within the 'window'.

Reason for submitting late: The service provider that was selected did not have a SPIN. We waited while the service provider attempted to get a SPIN. Later we became aware that we could submit a 471 even though the service provider had not yet received their SPIN. We certified the 471 on 03/27/2018 using the Interim SPIN 143666666.

The agreement was bid properly and signed according to E-Rate rules. If we knew about using the Interim SPIN as a place holder, we would have met the deadline.

Not receiving the E-Rate funding will substantially impact the operation budget of St. Matthew Catholic School. The students should not suffer because of my oversight.

I request that the 471 be considered as having been filed within the window.

We realize that previous precedent is for the Commission to grant Form 471 deadline waiver requests if the Form was submitted within 14 days of the Form 471 deadline. In light of the reasons stated above, we respectfully request the FCC view these extenuating circumstances as good cause to waive the Form 471 deadline for this application.

Thank you for your consideration of our request.

Respectfully submitted,

Stan Wykosky, E-Rate Manager