



Central Catholic High School

Wheeling, WV • *est. 1865*

Date: July 30, 2018

RE: Waiver Request for Form 472 for 2017

Contact: Debra Warmuth

Email: dwarmuth@cchsknights.org

Entity Name: Central Catholic High School

Entity Number: 27231

FRN Number : [1799106275](#)

Application Number: [171016554](#)

Situation and Request:

As the contact for our small school and the person responsible for the Erate application, I am requesting a Waiver for the Form 472 for the 2017-18 Funding Year for the following reasons:

1. We are a small school and the vendor who handles our Erate application discontinued the service due to the small size of our school and we were unable to find another vendor for the same reason.
2. The process of Erate fell onto my desk very close to the deadline of the 2017-18 application deadline. This was my first application and I had no training.
3. I completed the application but was not aware of the Form 472 as part of the process. I thought that once the application was submitted that the reimbursement for our telecommunications bill was automatic.

In fact, I did not complete the CIPA certification until 12/27/2017 and there were no "red flags" that any forms were missing.

4. I only discovered that it was not when I called USAC to see when to expect the reimbursement.
5. This reimbursement is very important to a school of our size (under 300 students) and this waiver is therefore very important.

6. I will complete the Form 472 for the 2018-19 on time and follow all rules for the current year and those in the future.

Thank you for your time and consideration in this matter.