

VALLEY CHRISTIAN SCHOOL
STUDENT REFERRAL PROGRAM
2024-2025

Our Student Referral Program gives current school families, faculty, and staff the opportunity to earn tuition credits by simply sharing their VCS experience with a family who later enrolls.

PROGRAM BASICS

- ✓ You share your VCS school experience with friends and family.
- ✓ You receive a tuition credit if they enroll and mention your name as the referring family.
- ✓ You complete a referral form and submit it to the admissions office.
- ✓ The tuition credit you earned is applied to your tuition account.

PROGRAM RULES

- 1) This program is open to all current VCS families and VCS employees.
- 2) Referring families must be currently enrolled and the prospective family must be a new family or a returning family that was not enrolled the previous year. Referrals cannot be made retroactively.
- 3) The referring family/employee must submit a completed Student Referral Program form to the admissions office indicating the name of the prospective family they referred. Program forms are located on our website at valleychristian.org or can be found in the elementary/main school office.
- 4) Tuition credits will be pro-rated accordingly for late enrollment, withdrawals or if a family leaves the school for any reason during the school year.
- 5) Tuition credits are applied in October and are distributed evenly throughout the school year. No tuition credits will be applied before school begins.
- 6) Referring families receive one of the following tuition credits per new family that enrolls:
 - Grades 1st – 12th qualify for a \$500 total tuition credit.
 - Kindergarten (only) referrals qualify for a \$250 total tuition credit.
 - Preschool (only) referrals qualify for a \$200 total tuition credit.
- 7) There is no limit to the number of families that a current family/employee may refer. Current families/employees receive a tuition credit for each referred family that enrolls.
- 8) Tuition credits can be applied to your tuition account, be transferred to other school families, given to the family you referred, be split between families or for faculty or staff this credit can be used to cover tuition or fees.

Contact Emily Hawley in the admissions office if you have any questions regarding this program.
emily.hawley@valleychristian.org or 406-549-0482 ext. 206

Thank you for your referral!

Rev. 2/26/24

VALLEY CHRISTIAN SCHOOL
STUDENT REFERRAL PROGRAM FORM
2024-2025



Date: _____

Referring Family: (current VCS family)

First and Last Name: _____

Contact Number: _____

Prospective Family: (prospective VCS family)

Family Name: _____

Student Name: _____

Incoming Grade: _____

Student Name: _____

Incoming Grade: _____

Student Name: _____

Incoming Grade: _____

Student Name: _____

Incoming Grade: _____

Student Name: _____

Incoming Grade: _____

Tuition Credit Preferences: (select one)

- Apply to my tuition account
- Split between the following families: _____
 - Indicate how you want this split (specific amounts or percentages): _____
- Transfer my credit to the following family: _____

By signing this document, I am indicating that I have read and understand the Student Referral Program Rules and will abide by them.

Signature: _____

Thank you for your referral!