



# KELOWNA CHRISTIAN SCHOOL

## FAMILY REFERRAL PROGRAM

2017-2018

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### EXISTING / REFERRING FAMILY INFORMATION

*Referring families are those who currently attend KCS and are referring a new family to the school.*

Referrer Name: \_\_\_\_\_ / \_\_\_\_\_  
LAST NAME FIRST NAME

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**How do you know the New / Referred Family?**

**What did you do to facilitate the referral?**

*By signing below, I am indicating that I have read and understand KCS Family Referral Program Guidelines and will abide by them.*

\_\_\_\_\_  
**Referrer Signature**

\_\_\_\_\_  
**Date**

Please carefully read, and retain for future reference, the attached KCS Family Referral Program Guidelines. **Your completed KCS Family Referral Program Form must be submitted to either Gordon or Benvoulin Campus offices on or before May 31, 2017 to be eligible for tuition credit.**

# NEW / REFERRED FAMILY INFORMATION

Referred families are new to KCS and are committed to enroll for the 2017-2018 school year.

## PARENTS / GUARDIAN

**Mother's** Name: \_\_\_\_\_ / \_\_\_\_\_  
LAST NAME FIRST NAME

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Father's** Name: \_\_\_\_\_ / \_\_\_\_\_  
LAST NAME FIRST NAME

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PROSPECTIVE STUDENTS

Please list the full names and corresponding 2017-2018 grade (K-12) for each prospective student.

FIRST NAME	LAST NAME	GRADE (2017 -2018)
1.		
2.		
3.		
4.		

### OFFICE USE ONLY

Date New Family Application Received: \_\_\_\_\_

Enrollment Accepted:

Enrollment in Good Standing as of Jan. 26, 2018:

Date Tuition Credit Processed: \_\_\_\_\_

Business Office Approval Signature: \_\_\_\_\_



# KELOWNA CHRISTIAN SCHOOL

## FAMILY REFERRAL PROGRAM GUIDELINES

2017-2018

This program is in effect February 1, 2017 through May 31, 2017. Only enrollment applications received from new/referred families on or before May 31, 2017 will qualify for the tuition credit for existing/referring families. The KCS Family Referral Program may be discontinued at any time at the discretion of KCS.

- The program is open to all KCS families (including grandparents) and KCS employees.
- New/referred families must be new to KCS, and committed to enroll their child(ren) into any grade(s) Kindergarten to Grade 12.
- Please note families who have attended KCS in the past and/or new families enrolling into KCS Preschool do not qualify for the KCS Family Referral Program.
- Referrals may not be made retroactively.
- There is no limit to the number of families that can be referred, but the tuition credit cannot exceed the existing/referring KCS family's total annual tuition fees. Once 100% of tuition fees has been reached, the remaining incentive can be directed towards another family's tuition/school fees.
- The tuition credit for existing/referring families is assigned per new/referred family, not per new/referred student.
- The new/referred family must follow the regular enrollment process. The final decision for student acceptance rests with KCS administration.
- To be eligible for the tuition credit, the new/referred family's enrollment must continue in good standing beyond January 26, 2018.
- The existing/referring family's tuition will be credited at the end of the school term (June 2018).
- If the existing/referring family is not currently paying tuition to KCS, or if they choose to do so, the tuition credit award can be directed towards another family's tuition/school fees.
- A tax receipt will not be issued for the amount of the tuition credit.