

**C. Community Christian School
School Board Policy: Tell –A-Friend Incentive Program Policy**

C.1 TELL-A-FRIEND ~ INCENTIVE PROGRAM FOR CCS FAMILIES

Please join us as we reach out to our community and invite our friends and family to experience the blessing of a Community Christian School education. The “Tell A Friend” program is designed to reward you for your direct referral of a new enrolling student to the CCS family.

1. Think of a family you feel would benefit from receiving a Christ-centered education at CCS.
2. Invite this family to an Open House or help them make an appointment with the CCS office to tour our campus and receive enrollment information.

This program provides an opportunity for you to recommend quality families to our school, thereby reducing your family’s tuition bill.

C.2 GUIDELINES FOR TELL-A-FRIEND

- The “Referring Family” is the family who refers another family to CCS.
- The “Referred Family” is the family who is referred by another family to CCS.
- Referring families include existing enrolled families, CCS faculty and/or staff.
- Referred families/students must meet existing qualifications and be accepted for admission to Community Christian School.
- A family may not refer itself. Existing students are not eligible for referral.
- A referral form must be completed and received by the CCS Office prior to the referred family’s enrollment to be eligible for an incentive award.
- No additions or changes may be made to an application once it has been submitted.
- Referring families may refer an unlimited number of families.
- Incentive awards will be applied first to the upcoming school year, and will not be allowed to begin in later years.
- A referred student must remain enrolled for one full school year for the referring family to receive the full award. Credit will be awarded during the month of May, at the close of the school year.
- The referring family’s account must remain current throughout the year.
- Only one family may receive a credit on a referred family.
- Up to \$500 credit to the referring family for any referred family (\$250/student with \$500 max) enrolling full time students T3-8th Grade.