

# Northshore Christian Academy

## 2011-2012 Referral Rebate Process

A Ministry of Northshore Christian Church ~ [www.northshorechristianschools.org](http://www.northshorechristianschools.org)  
5700 23<sup>rd</sup> Drive West ~ Everett ~ WA ~ 98203  
Phone: (425) 407-1119 Fax: (425) 322-2386



Dear NCA Family,

I would like to thank you for referring many new families to our school last year. NCA parents are definitely the best resource for promotion of our school! In order to make this program even better for you and our new families, we have implemented the following policies and procedures:

### Process

- 1) Refer a new family to Northshore Christian Academy, grades KH-8th.
- 2) The new family enrolls and their student(s) begin attending in September 2011.
- 3) The referring family and new family both sign the Referral Rebate Application, designating the allocation of the \$500 tuition credit.
- 4) The referring family submits the application to the Director of Admissions no later than September 30, 2011. **Applications will not be accepted after that date.**
- 5) If the referring family withdraws from NCA prior to the end of the school year, the credit is lost.
- 6) Contact NCA Director of Admissions with any questions, (425) 322-2301.

### NCA Qualified Families

- The referring NCA family must be enrolled for the 2011-2012 school year.
- If a referring NCA family withdraws from NCA prior to the end of the school year, the credit is forfeited.

### Referred Student Qualification

- The new family must begin school in September 2011.
- The new family must never have been enrolled at Northshore Christian Academy, Pre-Kindergarten, Preschool and Childcare Center previous to the new application date stated on the Referring Family Tuition Credit Application.
- The new family must attend for three months before the credit is awarded. If the new family withdraws before the end of the school year the credit will stop effective the date of withdrawal.

### Tuition Credit Application

- Only one \$500 credit will be awarded for each new family with students in Full-Day Kindergarten through 8<sup>th</sup> grade.
- Families with **only** Half-Day Kindergarten student(s) qualify for a \$250 credit.
- The \$500 (or \$250) tuition credit will be applied directly to tuition accounts on the February 2012 billing statements.
- Tuition credit may be designated for allocation directly to the referring family, split between the new and referring family, designated to another family, or designated for financial aid. The referring family must specify the tuition credit designation on the Referring Family Tuition Credit Application. A referral listed on the Application for Admission form is not acceptable.

Thank you for supporting NCA!

Sincerely,

Holly Leach  
Principal