

The Seattle Christian *Student Referral Program* is designed to thank current families and staff for their valued investment in the Seattle Christian School (SCS) community. We want to honor current SCS families and staff who actively share about our amazing school.

### Program Description

Currently enrolled SCS families will receive a **\$250 tuition credit** for each new family that they refer that enrolls at SCS for the 2023-2024 school year. The incentive reward **does not** apply to new students of returning families or staff members.

### SCS Referring Family and Staff Criteria

- The referring family must have attended SCS for the 2022-2023 school year and be enrolled at SCS for the 2023-2024 school year.
- The referring staff member must have been a staff member for the 2022-2023 school year and must be a current staff member for the 2023-2024 school year.
- The Warrior Rewards Application must be completed and signed by the referring family or staff member, designating the allocation of the \$250 tuition credit.
- The referring family or staff member must submit the Warrior Rewards Application form to the SCS Business Office no later than **January 15, 2024**.
- If the referring SCS family withdraws from SCS prior to December 1, 2023, the credit is forfeited.

### Program Details

- The new student must be a full-time student and attend for at least three months before the credit is awarded.
- New families **must** put the referring family in their original application in order for that family to receive credit. This cannot be added at a later time.
- The total amount of credits any SCS family can earn under the Warrior Rewards incentive program is limited to their total tuition and fees less any combined discounts and credits for the 2023-2024 school year.
- Referring families and staff members with enrolled students can choose to allocate their incentive credit as follows:
  - ❖ Accept the full \$250 credit, up to any combined limits.
  - ❖ Designate the full \$250 credit to the new family.
  - ❖ Split the credit between the Referring Family and the New Family.
  - ❖ Designate the full \$250 credit to the SCS Tuition Assistance Fund.
- Referring staff members who **do not** have enrolled students can choose to allocate their incentive credit as follows:
  - ❖ Receive the \$250 credit in the form of a bonus payment to be paid via their January 15, 2024 payroll check (payroll taxes will apply).
  - ❖ Designate the full \$250 credit to the new family.
  - ❖ Split the credit between the Referring Family and the New Family.
  - ❖ Designate the full \$250 credit to the SCS Tuition Assistance Fund.

### Tuition Credit

- Incentive credits will be applied directly to family accounts on the **January** billing statements.
  - ❖ Families who pay by automatic withdrawal or invoice can choose to receive a one-time credit adjustment to their **January** payment or distribute the credit evenly over the remainder of their monthly payments.
  - ❖ Families who pay their tuition in full before the school year begins will receive the incentive reward in the form of a tuition refund check.
- The referring family tuition credit is not redeemable for cash.
- SCS will issue a 1099-MISC form to all referring families and staff members receiving tuition credits at or above of \$600. Families are encouraged to consult their own tax advisor.

***Thank you for your referral to Seattle Christian School!***

Questions? Please contact Dawn Gorder, Director of Enrollment, at 206.438.5450 or [admissions@seattlechristian.org](mailto:admissions@seattlechristian.org).