



Tuition Credit Program

The Tuition Credit Program is designed to help families offset tuition through volunteering. You may opt-NO to the program and pay full tuition or opt-YES to the program and receive a \$900 credit per enrolled student. Families will have the opportunity to select an option during the enrollment process.

We are grateful for the many ways our families support Hope Christian Academy, and we appreciate your partnership as we continue to serve our students and community together.

Opt-YES: Receive Tuition Credit

Each family will receive a \$900 tuition credit in return for completing a minimum of 15 volunteer credits for their first child and another 3 credits per each additional child enrolled. Credits may be completed by either parents, guardians, grandparents, or other approved family members and will be combined toward the family's total.

- Families are responsible for completing and submitting their total credits before May 15.
- All volunteers must be approved at least two weeks prior to volunteering or transporting children.
- If your family is unable to complete the required credits, you will be billed \$900 per child to be due June 1.
- Credits are all or nothing. There will not be tuition credit given for partial fulfillment.

Opt-NO: Pay Full Tuition

Families pay full tuition and will not be required to volunteer for credits.

- Tuition payments will be based on the full tuition amount for the current school year.
- All students must still run in the annual HCA Jog-A-Thon.
- Families who opt-NO are welcome to volunteer for any fundraiser or collect jog-a-thon pledges, but it is not required.

NOTE: Families who receive Tuition Assistance through the FAST System are required to opt-YES and participate in the Tuition Credit Program.

For Families who opt-YES:

Please select "yes" in FACTS when prompted during enrollment or re-enrollment.

Please fill out and submit the volunteer background form

All family members, including grandparents, students and guardians will need to complete a volunteer background form.

Log your credits

- Each service opportunity will be assigned a credit value.
- Complete a Tuition Credit Report, which consists of the event at which you served, which family the service is for and the type of service provided.
- Report forms are due within one week of service.
- Credits must be logged before May 15.

Fill out Service Opportunity Form

- A list of all service opportunities for credits like those on this sheet will be available in the enrollment packet in FACTS. Please check all opportunities where you are interested in serving. This will insure you have first priority for the events you are able to attend.
- We may also have other opportunities throughout the school year, and we will notify you as they become available.

Student Involvement

- Students are allowed to fulfill Tuition Program credits with prior approval from the HCA Development Director.
- Please note that a student's service can only count towards the Tuition Program credits **or** their Community Service hours, not both.



Credit Opportunities

JOG-A-THON

Pre-Event (July-August)

Raise pledge monies (required)
Secure sponsor(s) for bus
Secure sponsor(s) for shirts
Secure sponsor(s) for BAC rental
Secure prize sponsors

Event Day

Assist with numbers, etc. in lower school
Driver support if needed
Put "HOPE" signs around track
Bring water cooler to & from HCA
Assist with set-up for lunch
Serve as a lap counter at the BAC
Collect "HOPE" signs & return to HCA
Gather trash after event
Gather forgotten items & return to HCA
Assist with clean-up after lunch

GOLF SCRAMBLE

Pre-Event (July-September)

Secure sponsorship(s)
Pay & participate on team
Prepare food for the event
Hang golf scramble posters
Buy supplies for prize holes
Buy groceries for evening meal
Prepare team help bags
Prepare player goodie bags

Event Day

Put out sponsor signs at course
Participate as a golfer
Assist with registration
Volunteer at a prize hole all day
Pick up food for evening meal
Serve & clean-up after meal
Gather sponsor signs at course

PUMPKINS IN THE PATCH

Pre-Event (July-October)

Secure sponsorship(s)
Build a new game
Repair current game
Paint current game
Shop for pumpkin roll ingredients
Assist in making pumpkin rolls during mini bake day
Provide childcare during mini bake day of pumpkin rolls
Hang pumpkin patch posters around town
Print promotional flyers for area schools
Deliver promotional flyers to area schools
Deliver promotional flyers to churches
Be a driver for pumpkin picking
Assist with pumpkin picking
Place promotional plastic signage around town
Assist with event set-up the Thursday before
Assist with HCA concession stand prep

Event Day

Assist with set-up Friday morning
Assist with set-up Friday afternoon
Event worker at game or sales
Assist with reset on Friday
Assist with tear down and clean-up on Saturday
Serve as trained security volunteer

Post Event

Pick up promotional plastic signage and return to school
Clean floors, hallways, and stairwells (mop/vacuum)
Clean bathrooms
Clean glass doors/windows

SPRING BANQUET

Pre-Event (January-April)

Request & gather donations for auction
Serve as lead parent for classroom basket
Bring donation(s) for classroom basket
Donate supplies for banquet decorations
Assist with making banquet decorations
Shop for sour cream twist ingredients
Assist in making twists during mini bake day
Provide childcare during mini bake day of twists
Provide table coverings for banquet
Assist with photographing auction items
Make a homemade dessert for dessert auction
Prepare ticket table bags
Set-up auction & ticket table items
Ticket table ticket sales at Grandparents' Day
Clean gym prior to table reset
Assist with banquet decorating and set-up
Preparations for treat ticket area
Provide a homemade pie for grandparent social
Assist in kitchen for grandparent pie social

Event Day

Serve as greeter/table host
Banquet ticket collector at door
Ticket table sales at banquet
Treat table volunteer
Silent auction room monitor
Banquet clean-up
Serve as trained security volunteer

Post Event

Volunteer during auction item retrieval
Clean floors, hallways, and stairwells (mop/vacuum)
Clean bathrooms
Clean glass doors/windows