



CHRISTIAN LIFE ACADEMY

Student Referral Program Rules

The purpose of this program is to provide a discount to existing Christian Life Academy families for promoting the school, the value of a Christ centered education, and for encouraging applications for admission to CLA.

1. The program is open to all current CLA families, new and returning, regardless of their own financial aid status.
2. It is **the REFERRING FAMILY'S responsibility** to be sure that the Prospective Family mentions this program and the Referring Family's name during their first contact with the Admissions Office (via phone, by email, or in person). To ensure this occurs, you may choose to accompany and/or assist in making their first contact. **REFERRALS CANNOT & WILL NOT BE MADE RETROACTIVELY.**
3. It is **the REFERRING FAMILY'S responsibility** to be sure that the **Prospective Family fills out the "Prospective Family Verification Form"**. No exceptions will be made to this requirement. Forms are available at the school office or may be printed off the website at www.brookfieldcla.org (Admissions/Family Referral Form)
4. It is **the REFERRING FAMILY'S responsibility** to submit a completed "Family Referral Form" to the Admissions Office. Forms are available at the school office or may be printed off the website at www.brookfieldcla.org (Admissions/Family Referral Form)
5. This offer applies **ONLY to NEW** prospective family applicants. Younger siblings of current or past CLA families do not qualify.
6. The Referring Family will receive a tuition credit for each family that is accepted, enrolled, and their enrollment continues in good standing, into the second semester. The \$1000 credit will be divided into **4 equal installments of \$250**; and credited to your **current year's tuition balance** each month, Feb-May.
7. There is no limit to the number of prospective families that a CLA family may refer. However, your discount will be capped at the amount of your current year's tuition bill. It cannot be applied to the registration fee, book fee, fundraising fee, etc. and it cannot be rolled over to the next year. There is no cash value and this credit is only valid the first year the new family attends CLA.
8. All regular enrollment criteria must be met (Application/Testing approval). Final decision for student acceptance rests with the CLA Principal.
9. Applications received after the start of school will be considered for a prorated referral incentive.

Questions? Call the school at **203.775.5191**
or email rlundberg@brookfieldcla.org



**CHRISTIAN LIFE ACADEMY
FAMILY REFERRAL FORM**
1 form per Prospective Family

Referring Family: _____
Last Name First Name

() - () - _____ @
Home Phone Cell Phone Email

How do you know this prospective family? _____

By signing this document, I am indicating that

- 1) I have read and understand the Family Referral/Incentive Program Rules and will abide by them.
- 2) I promoted, introduced, and encouraged the family listed below to register and attend CLA.

Referring Person's Signature Date

Prospective Family: _____
Last Name First Name

() - () - _____ @
Home Phone Cell Phone Email

Prospective Students:

	<u>Last</u>	<u>First</u>	<u>Grade</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

