

# HORIZON CHRISTIAN SCHOOL

## Student Referral Incentive Program Guidelines

Horizon Christian School families and grandparents are invited to participate in a Student Referral Incentive Program. The purpose of this program is to provide a monetary incentive to existing Horizon Christian School families for promoting the school to their friends and encouraging the application for admission to Horizon. We are looking for qualified new families, but we also care about our current families as we strive to “expand our tent.”

Please review the following guidelines. If you have questions, contact Carol at (541) 387-3200 ext. 1107 or email [cayates@embarqmail.com](mailto:cayates@embarqmail.com).

1. The *Incentive Program* is open to all Horizon Christian School families and their grandparents.
2. Horizon families and grandparents will receive \$500 tuition credit for each full-time referred student that is accepted and enrolls. The \$500 will be credited to a Horizon family's account during the first month in which the Prospective Family enrolls. This credit may be given to the Referring Family or any family designated by the Referring Family.
3. It is the *Referring Family's* responsibility to make certain that the *Prospective Family* mentions this Program and the Referring Family's name during their first contact with the Admissions Office (via phone or in person). To insure this occurs, you may choose to accompany and/or assist the family in making their first contact. No exceptions will be made to this requirement. Referrals may not be made retroactively.
4. At the time of application it is the *Referring Family's* responsibility to be sure that the *Prospective Family* submits a signed Referral Form indicating the name of the *Referring Family*. No exceptions will be made to this requirement. Forms are available through the school office or may be printed off the website home page at [www.horizonchristianschool.org](http://www.horizonchristianschool.org). Click on “Student Referral Form.”
5. Only students referred for full time enrollment, Monday – Friday qualify for the referral incentive. Part time referrals are appreciated but are not eligible for the referral incentive.
6. There is no limit to the number of students that a Horizon family may refer.
7. The regular enrollment criteria must be met (Application/Testing/Interview). Final decision for student acceptance rests with the admissions team.
8. This program will be in effect from December 2007 through August 31, 2008. **(Note: The program was extended from January 31, 2008 through summer 2008.)**