



St. James School – Vernon, BC

New Family Referral Program

Attracting new students and families to St. James School is very important to us, not only for the success of our school but for the development of our St. James community.

To help us grow our community, St. James has developed a **New Family Referral Program**. This program allows the school to say “thank you” to St. James families who play a primary role in the admission of NEW families to our school.

As a current St. James family you have first-hand experience in the quality of education and nurturing environment that St. James has to offer. Since word-of-mouth is by far the most powerful way to promote our school, we would like you to share your enthusiasm with other young families like yours!

When you refer a new family to St. James School, your successful referral will provide you with FULL CREDIT toward your Saints of Service hours/contribution, which has \$300 cash value.

St. James School encourages you to talk to your friends, family members, and neighbors to let them know why you have chosen St. James School. The New Family Referral Program rewards existing families and encourages new family involvement in our extraordinary school. Help us grow together – refer a friend!

✂

✂

New Family Referral Form

St James Referring Family: _____
(Surname, Parent(s) First Names)

Referred Family Name: _____

Referred Family Address: _____

Referred Family Phone Number: _____ Referred Family Email: _____

Names and ages of children being referred: _____

Referred family would like to be contacted by: ☐ Email ☐ Phone

How do you know this family: ☐ Church/Mass ☐ Neighbourhood ☐ Family ☐ Other

I personally know the family I am referring and feel that they would be interested in learning more about St. James School. I agree to assist in introducing this family to our school. ☐ Yes ☐ No

I have read and reviewed the St James New Family Referral Policy: ☐ Yes ☐ No



St. James School – Vernon, BC

New Family Referral Program Policy Guidelines & Conditions

What is the award?

- Full credit toward *Saints of Service* volunteer hours, for new, full-time students referred by current St. James family (equivalent value of \$300).
- The credit will apply toward Saints of Service hours or contribution only, and not toward tuition.

Who can refer/receive the referral fee?

- All current families have the opportunity to earn this credit. Employees are not eligible.
- The source of the referral will be confirmed with the new family during the admission process.

What can be referred?

- The offer applies only to new family applicants. Siblings of current St. James students do not qualify for as new referrals in the New Family Referral Program.
- Referral credit will only be awarded for the referral of brand new students enrolling at St. James.

Is there a limit?

- There is no limit to the number of students that a St. James family may refer, but the credit will be limited to the annual family Saints of Service contribution for one academic year.

When/How will the credit be applied?

- In the case of a successful referral, the credit will be applied to your family's page in the Saints of Service Volunteer Hour Log Book as soon as the New Family is enrolled and continues enrollment in good standing for at least 30 days.

How do I refer a family?

- A New Family Referral Form must be submitted and on file at the Admissions Office no later than two weeks before a referred student has started at St. James.

Admissions Criteria

- The regular enrollment criteria must be met by the new student(s). The final decision for student acceptance rests with the Enrollment Office. Credits are only applied for students who are successfully enrolled.