

## Vacation Time Credit Request



I, \_\_\_\_\_, parent of \_\_\_\_\_,  
request to schedule my vacation time for the following dates:

Begin \_\_\_\_\_, 201\_\_

End \_\_\_\_\_, 201\_\_

I understand that after 6 months of continuous enrollment and maintaining a current balance, we may schedule one week of vacation with a one week 50% tuition credit (not in attendance) and limited to one week during each calendar year. I understand that we are expected to **pay the balance of vacation tuition prior to the vacation**, and pay tuition in full during any other absence.

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved By

\_\_\_\_\_  
Eligibility Dates