LUMEN CHRISTIAN ACADEMY

Vacation Credit Request

Tuition credit for one vacation week per year

Vacation policy

Each child may receive one “free week” of vacation or absence credit after **one full year of continuous enrollment**, as long as:

1. The billing account is current.
2. The credit is used for one full week – 5 consecutive days.

Date Submitted: _____ **Parent Name:** _____

Student name(s):

1. _____

2. _____

3. _____

Vacation week requested (dates): _____

Phone: _____ **Email:** _____

_____ _____

Parent / Guardian Signature Date

You will receive a phone call or email confirming that your credit has been applied.

Office use only

Date of Enrollment: _____ **Last Vacation Credit Applied:** _____

Eligible: ☐ Yes ☐ No **Account current:** ☐ Yes ☐ No

Comments:

_____ _____

Approved by Date