



## St. Dunstan School New Family Referral Program

### PURPOSE

The purpose of the New Family Referral Program is to provide financial incentive to parents of current St. Dunstan School students to recommend enrollment at St. Dunstan School to other families. This program is part of an overall Marketing Plan designed to increase student enrollment at St. Dunstan School.

### DEFINITIONS

**Successful Referral:** Refers to student(s) enrolled at St. Dunstan School for the first time from a household where no child had previously attended, and have completed the Probationary Period.

**Referring St. Dunstan Family:** Parent(s) making a Success Referral who currently have at least one child enrolled at St. Dunstan School, and who are current with their financial obligations to St. Dunstan School.

**Referred Family:** The family with one or more children eligible to attend St. Dunstan School where no other children from their household have ever been enrolled at St. Dunstan School prior to the referral being made.

**Probation Period:** Two consecutive full semesters from the first date of the child(ren) of the Referred Family enrolled at St. Dunstan School.

### PROGRAM

A *Family Referral Award* will be issued to the Referring Family for each new family enrolled at St. Dunstan School as a result of a Successful Referral. The award has a non-cash, non-transferrable value of \$300 that can be applied to any future tuition obligation on a one-time basis.



## St. Dunstan School New Family Referral Form

Updated: November 2015

### INSTRUCTIONS

Complete one form for each Referred Family. Ensure all items are completely and accurately filled. Incomplete forms cannot be processed. Return the form to the Bookkeeping office.

### REFERRED FAMILY

Oldest / Only Child's Full Name: \_\_\_\_\_

Referred Family Last Name: \_\_\_\_\_

Number of Children Referred to St. Dunstan School: \_\_\_\_\_

### REFERRING ST. DUNSTAN FAMILY

Oldest / Only Child's Full Name: \_\_\_\_\_

Referring Parent's Last Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### BOOKKEEPING OFFICE USE

Total Amount of Incentive Award: \$ \_\_\_\_\_

Date Awarded: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

REVIEWERS NAME: \_\_\_\_\_

St. Dunstan  
School

