



ST. ROBERT CATHOLIC SCHOOL

New Family Referral Program

St. Robert families are the best ambassadors to promote our school. The New Family Referral Program rewards you for sharing your experience, promoting our school and referring new families that successfully enroll. The New Family Referral Program offers current St. Robert families \$750 for referring each new family that enrolls. There is no limit to the number of families you can refer and awards you can receive.

Here's how it works:

- The New Family Referral Program is open to all parents or legal guardians with 4K – 8th grade students enrolled at St. Robert School.
- A tuition referral award (“award”) will be given for referring each new family that successfully enrolls in the school. To qualify for the award, referred students cannot have a sibling currently or previously enrolled in St. Robert, and the family cannot already be in the St. Robert Prospective Family Database, as maintained by the school.
- Referrals should be acknowledged during the initial contact with the school. To receive the award, both of the following must occur:
 1. The referring (current St. Robert) family must submit the completed New Family Referral Form to the school office. Note: Submission does not guarantee the prospective family has not previously been referred in which case you will be informed in a timely manner and your referral voided.
 2. The prospective family must include the referring family's name on the Application for Admission.
- The award will be given in the form of a tuition credit to the current family's account.
- Referrals qualify for new families that start school anytime during the published school year. The award will be prorated based on the trimester in which the student(s) join the school.
- All regular student enrollment criteria must be met in order for this program to apply. The final decision for student acceptance rests with the Principal.
- The number of children enrolled (full- or part-time) per new family does not change the award amount. This means whether the family has one or eight children the award is still \$750 per new family.
- The policy is intended to avoid multiple referrals per new family, however in such a case, the Principal has the authority to award one, or multiple families, a fair percentage of the award.
- The New Family Referral Program is subject to review, modification and/or termination at any time. Interpretation of program parameters will be at the discretion of the Principal.

Educating and inspiring saints and leaders



ST. ROBERT CATHOLIC SCHOOL

NEW FAMILY REFERRAL FORM

This form is to be completed by a current St. Robert School family.

Date: _____

I/We _____ have referred _____ to St. Robert School.

New Parent Name(s): _____

New Parent Email(s): _____

New Parent Phone(s): _____

New Student Name: _____ Incoming Grade: _____

New Student Name: _____ Incoming Grade: _____

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New Student Name: _____ Incoming Grade: _____

Referrer Signature: _____

Principal Approval: _____

Note: Submission does not guarantee the prospective family has not previously been referred in which case you will be informed in a timely manner and your referral voided. Please note that the credit will not be applied until October.

Please return to St. Robert School Office, 2200 East Capitol Drive Shorewood, WI

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