



Service Hour Commitment Policy

MLCA’s tuition covers only a portion of the true cost to educate each child. Each year we expect a \$1,500 gap between the price of tuition and the actual cost to educate each student. This gap helps to make tuition affordable for families yet requires financial contributions by donors throughout the year so the Academy can fulfill its financial obligations.

Early in the school’s history, parents determined that one way to help manage the cost of tuition was to control expenses at the Academy by requiring families to perform services hours throughout the school year. In alignment with our mission statement, “To provide Christ-centered education in partnership with the home and church...”, service hours build a close partnership between MLCA and our families that we serve.

Each family is expected to contribute a minimum of 30 hours of service for one student and a total of 45 hours for two or more students. Many families donate hours over and above the requirement and the MLCA Staff says a hearty **THANK YOU!** It is essential for every family to participate in this program and our goal is to make this process rewarding for you and our MLCA family.

The school does recognize that some families may be better able to make a charitable donation, rather than commit to service hours. This tax deductible contribution, in lieu of service hours, is \$1,500 per student. **(Pre-School families are exempt from service.)** If service hours are a hardship for your family please contact Stephanie Voigt at 509-765-9704.

1. Direct donation of \$1,500 in lieu of service hours. (Tax deductible)

- I/We wish to fulfill my/our commitment by donating directly to the school. A monthly payment plan for this option can be arranged with the MLCA Business Manager.

Signature: _____ Date: _____

Print name: _____

2. Service hour commitment:

- I/We wish to fulfill my/our commitment by performing service hours.

By selecting option #2, I understand that I am required to serve at least 75% of my required service hours before **March 31st**. Any remaining service hours will be completed by **May 31st**. **I also understand that if my service hours are not fully completed before May 31st the remaining service hours will be prorated and added to my July automatic withdraw tuition payment.**

Contact the MLCA Elementary Office for service hour opportunities. Once you have completed your service hours make sure to fill out a Service Hour Completion Form found at www.mlca.us and turn it in to the MLCA Elementary Office.

Signature: _____ Date: _____

Print name: _____