

Full-time Ministry Discount Application 2018-2019

Name of Family Member Applying for a Ministry Discount (*Please Print*): _____

Student Name	2018-2019 Grade*

A 50% ministry discount is available to individuals employed in full-time pastoral positions in a church whose Statement of Faith is consistent with RCS' Statement of Faith. This discount is also available to full-time employees of Boys & Girls Country in Tomball. If approved, this discount may be applied to tuition only for Kindergarten -12th grade (excludes summit, preschool and fees).

Full-time status is defined as paid employment for 30+ hours per week. (Pay rate must meet or exceed the current minimum wage.) Pastoral is defined as those individuals whose primary job function is to shepherd and disciple members of their church congregation (i.e. youth pastors, music ministers, praise & worship leaders, children's pastors). Employees serving as a part of the support staff typically do not qualify for this discount.

Please provide the following items as a complete packet to the Business Office by March 1 each year:

- Full-time Ministry Discount Application--Upon approval, a discounted tuition contract will be provided. (Discounts may not be applied retroactively.)
- Church Letter--An original letter on church letterhead, signed by an officer other than the family member applying for the discount. Required inclusions: dates of employment, position, status (full time), number of regularly scheduled paid work hours per week.
- Current job description on church letterhead.
- Recent pay stub (inclusions: church name, address, tax status, exemptions/allowances, partial social security number, employee name and address, pay period dates, earnings for the current pay period and year to date, current pay period and year to date withholdings to include statutory deductions, voluntary deductions, net pay adjustments to include housing allowance if applicable).

This non-transferable tuition benefit may not be combined with any other discount to include financial assistance, employee discount, etc. Should a family also apply for financial assistance; the family will automatically be given the discount that benefits their family the most.

If at any time the full-time status changes from the approved ministry, a new application should be submitted. If the family member no longer meets the eligibility requirements for this discount, please notify the Business Office as soon as possible.

Application Deadlines

- Returning families should submit this application by 3/1.
- New families should submit this application within 5 business days of their acceptance.
- A \$50/month late fee will be applied for all late applications.

Applicant Signature _____

FOR OFFICE USE ONLY:

- Approved (Date Approved: _____) Declined Reason: _____