

## TUITION REFERRAL PROGRAM

Juan Diego Catholic High School  
Saint John the Baptist Catholic Schools



**Lower your family's tuition rate by 10% or more.**

### What is the Tuition Referral Program?

Juan Diego Catholic High School and Saint John the Baptist Catholic Schools created the Tuition Referral Program as an incentive to help families offset the cost of tuition. The program also serves to broaden our potential to share the benefits of a Catholic education with more families.

The Tuition Referral Program (TRP) is available to eligible families in good standing, with students enrolled at Saint John the Baptist Elementary, Saint John the Baptist Middle School, or Juan Diego Catholic High School. As you share the good news about the exciting things happening in our schools, we hope to welcome new families to our community. We look forward to rewarding your efforts to help us grow our vibrant schools. Thank you!

### How can our family qualify for a discount through the Tuition Referral Program?

- 1) To be eligible, you must be a family currently enrolled in Saint John the Baptist Elementary or Middle School, or Juan Diego Catholic High School, for a minimum of five months.
- 2) In addition, you must also be in good standing with your tuition payments and paperwork. The finance office of the Skaggs Catholic Center determines this status.

### How much of a discount will we receive and when does it apply?

- 1) You will receive 10% off your tuition contract up to a maximum of \$500, per family referred. The discount is a one-time discount for each family referred. It does not carry over from year to year. **Please Note:** Referrals cannot be retroactive to previous years.
- 2) You will be eligible for your discount once the new family has been enrolled for a minimum of five months (length of one semester.) Your 10% tuition discount will be applied in the next semester.

### What stipulations determine whether our family can receive a discount?

- 1) The family you referred must be enrolled, in good standing, and fulfilling all obligations.
- 2) Referred family cannot be a transfer from another Catholic school within the Salt Lake City Diocese.
- 3) As the referring family, you must complete the Tuition Referral Program Application and be in good standing, in order to receive your referral credit.

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### How do we get started?

- 1) Refer families to our schools. Be sure to ask families to indicate your name in the designated space on their application(s).
- 2) When that family is accepted and enrolls in Saint John the Baptist Elementary, Saint John the Baptist Middle School, or Juan Diego Catholic High School, you may then complete the Tuition Referral Program Application. The application will be available on the school websites under MySJB or MyJD.
- 3) The Skaggs Catholic Center Finance Office will process your Tuition Referral Program application. The office will verify that your tuition account is up to date, and that the family you referred is enrolled and in good standing as well.
- 4) Once approved, your discount of 10% off your tuition contract (up to a maximum of \$500) will be applied to the next semester tuition payments.

**There is no limit on the number of qualified, enrolled families for which you may receive credit.**

**PLEASE NOTE:**

**In order to receive credit, both the referring family and the family referred, must indicate the OTHER'S name on their respective applications.**

Example:

- 1) The Smith family is a current SCC family. They refer the Taylor family.
- 2) The Taylor family applies and indicates on their application that they heard about our schools from the Smith family
- 3) The Smith family completes a Tuition Referral Application and submits it to the Finance Office
- 4) Once the Taylors have been enrolled for 5 months the application will be processed for approval, and if all requirements are met, the tuition adjustment will be issued to the Smith family in the next semester.

**Questions? Please contact Ruth Fitzpatrick in the Skaggs Catholic Center Finance Office.**

**Tel. 801.984.7665**

[ruthfitzpatrick@skaggscatholiccenter.org](mailto:ruthfitzpatrick@skaggscatholiccenter.org)

**The Skaggs Catholic Center reserves the right to suspend the Tuition Referral Program at any time.**



## Tuition Referral Program Application

Skaggs Catholic Center, LLC | Juan Diego Catholic High School | Saint John the Baptist Catholic Schools  
(To be completed and submitted to the SCC Finance Office by the referring family)

### Referring Family:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

### Method of Reimbursement:

Tuition credit applied to the next semester tuition payments

Tax deductible donation to the general fund

### Family being referred:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Student(s)/Grade: \_\_\_\_\_

### I/we understand that in order to receive the TRP discount:

the referred family must list your name on their application,

the referred family must be a first-time, new family and cannot come from another Salt Lake diocesan school,

the referred family must be in good standing, fulfilling all obligations, and enrolled for a minimum of 5 months, (length of a semester)

we must be currently enrolled in SJB for a minimum of 5 months,

our account must be in good standing with finances and paperwork,

we will receive a credit of 10% of our contracted tuition total up to \$500 per family referred,

should the referred family list more than one family on their application, the discount will be split accordingly

this is a one time discount and does not carry over from year to year, and is not retroactive,

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\_\_\_\_\_  
Referring family name (print) | Referring family name (signature) | Date