Holden Christian Academy
Service Hours Report Form

If your oldest child is in this grade	*You have been charged this amount.*	*Your family is expected to work this many hours.*	*If you work this many hours*	*you will receive this credit.*	*If you work 100% of your expected hours*	*you will receive this credit.*
PK Half Day	$75	7.5	3.75-7.49 hours	$ 37.50	7.5 hours	$ 75.00
PK Full Day	$150	15	7.5-14.99 hours	$ 75.00	15 hours	$ 150.00
K-8	$250	30	15-29 hours	$ 125.00	30 hours	$ 250.00

Family Name: **Oldest Child's Grade:** **Fee Charged:** **Hours Expected:**

Date	Task	# hours	Running Total for 2018-2019 School Year

If your family begins HCA after Term 1, these rates will be adjusted by term.

continue on back if needed…

Please submit this form to Mrs. Bleau in the school office when your hours have reached your family's total expected hours, or by June 12, 2019.
Once this form is submitted, the appropriate credit percentage will be deducted from your remaining tuition balance.
If your family has already paid tuition in full, a Service Fee reimbursement check will be issued instead.

Hours balance from page 1			
Date	**Task**	**# hours**	**Total Hours 2018-2019 School Year**

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