Holden Christian Academy Service Hours Report Form
School Year 2023-2024

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 this many hours*	*you will receive this credit.*	*If you work 100% of your expected hours*	*you will receive this credit.*
PK Two Day	$165	6	1.5 - 2.75	$ 41.25	3 - 5.75	$ 82.50	6	$165.00
PK Three Day	$300	9	2.25 - 4.25	$ 75.00	4.5 - 8.75	$150.00	9	$300.00
PK Five Day	$500	15	3.75 - 7.25	$125.00	7.5 - 14.75	$250.00	15	$500.00
K- Grade 8	$500	30	7.5 - 14.75	$125.00	15 - 29.75	$250.00	30	$500.00

Family Name: **Oldest Child's Grade:** **Fee:**

Date	Task	# hours - round to nearest quarter of an hour	Running Total for School Year
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
		Reimbursement credit expected:	$

Please submit this form to the school office when your hours have reached your family's total expected hours, or by July 31 after the school year ends

Once this form is submitted, the appropriate credit will be deducted from your remaining tuition balance. If there is no balance, your Service Fee will be credited for the next school year. If student is not returning, a reimbursement check will be issued.

OR continue on back if needed…

		Hours balance from page 1	0
Date	**Task**	**# hours - round to nearest quarter of an hour**	**Running Total for School Year**
			0
			0
			0
			0
			0
			0
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			0
			0
			0
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