

Lansing Catholic High School
Tuition Reduction Incentive Program (T.R.I.P.) or SCRIP
Program Policies

1. The T.R.I.P. Program will run weekly, year round.
2. 20% of your total TRIP Credits earned will be retained for running the TRIP program; 80% will go towards your tuition account, the tuition account of your choice, our scholarship fund or cash back.
3. All participants must complete and return a program registration form before orders may be placed.
4. Family and friends may help you with your T.R.I.P. fund by combining their orders with yours or by setting up an account on line.
5. Orders forms (if not using Presto Pay on line) must be turned in with Check, cash or money order to be processed. Please make checks payable to Lansing Catholic High School TRIP.
6. If your order is submitted with errors (wrong check amount or totals or incomplete info.) your order will be returned to you. You can resubmit for the next processing date.
7. Anyone writing a non-sufficient funds check (NSF) will incur a \$35.00 fee payable to LCHS- T.R.I.P. After two NSF fees; your T.R.I.P ordering will be limited to cash or money orders only.
8. All credits earned will be applied to the tuition accounts or school tuition assistance fund as designated by each participant on the program registration form.
9. Tuition credit will be posted three times annually. Credits earned from April 1 through May 31 will be posted in early July towards next year's first tuition payment due in July. Credits earned from June 1 through November 30th will be posted in December. Credits earned from December 1 through March 30 will be posted in April. **If the credit amount earned is less than \$10.00 in each period, it will not be posted to the tuition account of the participant and will go towards the scholarship fund .** Credits are earned on the date the order is processed.
10. A waiver of responsibility form (part of the program registration form) must be signed before certificates will be released to your student. These forms are kept on file.
11. Participating merchants and percentage discounts are subject to change without notice. Certificates issued are subject to the policies, including expiration dates, established by the participating merchants.
12. **The certificates are the same as cash. Lansing Catholic will not accept responsibility for lost, stolen or misplaced certificates. Please keep this in mind when deciding how you wish to receive your certificates.**

Revised 12/18/2014