



**VACATION REQUEST**

Child's Name \_\_\_\_\_ Date \_\_\_\_\_

You must be enrolled a minimum of two months in order to request vacation. A 30 day advance notice in writing is required. Vacation credit is only limited to twice your weekly contracted days. Vacation is credited at 50% of your child's tuition rate.

I REQUEST VACATION CREDIT FOR THE FOLLOWING DAYS AND DATES:

DATES: M\_\_\_\_\_ T\_\_\_\_\_ W\_\_\_\_\_ TH\_\_\_\_\_ F\_\_\_\_\_  
M\_\_\_\_\_ T\_\_\_\_\_ W\_\_\_\_\_ TH\_\_\_\_\_ F\_\_\_\_\_

Classroom \_\_\_\_\_

Parent Signature \_\_\_\_\_

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UPDATE DESK LIST  
 UPDATE VACATION DAYS

CREDIT FEES  
 NOTIFY TEACHER



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