

Most Holy Trinity School

SCRIP General Policy



PURPOSE

The purpose of the MHT SCRIP program is to meet the computer needs of the school and to allow MHT School families an alternative means of reducing the applicable tuition rate in a given school year. Participating families may purchase, at face value, gift cards from the SCRIP program. Each retailer has independently established a percentage of the gift card that can be used to discount the participating family's tuition. MHT School will apply 50 % of the **profit** from your SCRIP purchases toward your child's tuition and 50% toward the computer needs. Either way, your child benefits from this program.

PROCEDURE

Order forms are available at the church entrances, from the school office, or may be downloaded from the parish website (www.mhtparish.com) at any time. Once an order is filled out it can be dropped in the collection basket during weekend masses or turned in at the school office. Orders may also be placed on-line by visiting www.shopwithscrip.com and registering with school code **73F4AA69227**. All orders will be processed Monday mornings at 8:30 a.m., except when the Monday falls on a holiday. In this event, the orders will be processed the next day (Tuesday). Unfortunately, orders that are not received by the deadline will have to wait an extra week for processing. Furthermore, there will be no orders placed during Christmas and spring break.

A check (payable to Most Holy Trinity Scrip) for the full amount of your purchase must be included with your order form. Orders placed on-line have the additional option of making payment using Presto Pay. Presto Pay allows the customer to make a payment by directly transferring funds from one's checking account to the Great Lakes Scrip Center. A fee of \$.15 per transaction is charged for this service.

Once an order is filled, it will be sent home with the designated child or you may pick it up at the school office during regular school hours. Orders are generally ready for pick up by Thursday afternoon, though orders do occasionally come in early. It is recommended that you call ahead (593-2616) to confirm that your order is ready. Gift cards will be available for pick up at the rectory office during Christmas break, spring, break, and summer vacation.

Gift card availability is determined by Great Lakes Scrip Center. Rebate percentages vary by merchant and are subject to change without notice. The rebate percentage established by Great Lake Scrip Center at the time of purchase is the percentage that a participating family will be credited.

WHO CAN PARTICIPATE

Anyone can participate in our SCRIP program. All families are permitted and encouraged to obtain orders from relatives or friends.

CREDIT

You may start earning credit for children before they are attending MHT School. If you earn more money than is needed for your child's tuition for the current year, you may roll over to the next year. At the end of 8th grade, if there is money left, it will be applied to the computer program. Parents may request grandparents or other family members to have their profit be applied to their child's tuition. Credits earned in the Most Holy Trinity School's SCRIP program cannot be transferred to any other school or program.

REFUND-EXCHANGES

If you make a mistake on the order form, you assume all damages. Gift cards can be returned for a refund, but will incur a 10% restocking fee. If we make a mistake on the order, we will either correct the order or refund your money.

A refund of credits from MHT School will not be allowed under any circumstances.

If a participating family leaves MHT School or chooses not to attend, accrued credits can be applied to the computer fund or transferred to another family's tuition account.

Scrip users will be contacted if their account remains inactive for five or more years. The scrip user can then choose to have the credits kept in their account, transfer the credits to another family, or have the credits applied to the computer fund.

LIABILITY

Most Holy Trinity School is not liable for lost or missing gift cards after an order is released. Most Holy Trinity School is not liable for damages incurred as a result of changes in policies established by participating merchants.

TERMINATION

Most Holy Trinity School reserves the right to terminate the MHT SCRIP program at any time.