

Date Received:

Dear Tuition Assistance Family 2018-19

PLEASE READ THIS FORM, FILL OUT AND RETURN BY JULY 1ST. *Keep a copy for your records!* **Schedule changes can be made closer to the Event date as needed.**

You will fulfill your **Tuition Assistance Service Obligation** by working at one of our school fundraising events. We require 3-4 hours of adult service at one of the events listed below for **each student** receiving tuition assistance (If you have two students receiving assistance, you will need to work two events). This is **MANDATORY SERVICE IN ORDER FOR YOU TO RECEIVE YOUR TUITION ASSISTANCE**. Students are NOT expected to fulfill tuition assistance service.

Please indicate your preferred events below, listing your choices 1-6 in order of preference. The earlier you return this form the better your chances of being assigned to the event of your choice. Once an event is full, you will be assigned to your second choice, etc. I will **EMAIL** you, **2-3 weeks before** the event to confirm details and times. If a conflict arises, please let me know and I will reassign you to another event. Feel free to contact me with questions. Your service/staffing is vital to the success of our events and **TUITION ASSISTANCE WILL NOT BE APPLIED TO YOUR TUITION IF YOU DO NOT FULFILL YOUR SERVICE OBLIGATION.**

Thank you,
Carol Marchetti, Manager of Events and Annual Fund
773-775-6616, Ext 112
cmarchetti@reshs.org

*PS - (Additional volunteer opportunities are available on the **Parents Club Volunteer Form**, however those opportunities **DO NOT** satisfy your service requirement. That form will be sent home in your fundraising packet in late August.)*

Date	Event	Times	Your choice (1-6)
Wednesday, 9/12/18	Grandparents Dinner	4:45 pm – 8:15 pm (45 volunteers)	
Friday, 11/09/18	Fall Craft Fair Set up	9 am – 1 pm (only 14 needed)	
Saturday, 11/10/18	Fall Craft Fair	Shifts from 7:30 am – 6:00 pm (45) (A shift sign up form will be e-mailed)	
Saturday, 12/08/18	Breakfast with Santa	8:30 am– 12:00 pm (only 12 needed)	
Friday, 4/05/19	Spring Craft Fair Set up	4 pm-8 pm (only 12 needed)	
Saturday, 4/06/19	Spring Craft Fair	Shifts from 7:30 am – 6:00 pm (35) (A shift sign up form will be e-mailed)	

Both parents are welcome to work together but only one is obligated.

Contact information for person(s) fulfilling service obligation. PLEASE PRINT CLEARLY:

First Name(s): _____ Last Name: _____

Daughter's Name(s): _____

Primary phone: _____ Secondary phone: _____

Email address: _____

(Email is our primary form of communication. Please give us an active email address and check it regularly!)