

**Montessori School of Chino Hills
Vacation Request Form**

**VACATION POLICY REMINDER:
ONE-HALF (1/2) (50%) TUITION IS GRANTED
ONCE EVERY 6 MONTHS FOR A TOTAL OF
2 WEEKS PER ACADEMIC YEAR (Sept-Aug).**

**WRITTEN NOTICE MUST BE GIVEN 2 WEEKS
PRIOR TO THE ABSENCE.**

ONE-HALF (1/2) WEEK TUITION MUST BE PAID
BEFORE THE REQUESTED VACATION IS TAKEN.

***This does not apply to Kindergarten and Elementary School as
tuition is calculated for the entire school year (Sept.-June) and
is due and payable regardless of absences or vacation.**

I AM REQUESTING VACATION
TIME FOR MY CHILD(REN),

_____ ,

FROM _____ TO _____ .

**I UNDERSTAND THAT THE ONE-HALF WEEK
TUITION (50%) IS PAYABLE BEFORE THE
PLANNED VACATION FROM SCHOOL.**

X _____
Parent Signature Date