

Dear Parents:

In student ministries, we strive to offer safe environments that have a significant impact on the lives of your students. This is a friendly reminder of our registration policy which makes safe and relational environments possible. We strongly recommend registering early for events as all registration deadlines are final.

If you have any questions please call the Student Ministries office at 673.6826 x103.

We look forward to having a wonderful year of growth and fellowship!

- Cort, Mark, and Susan

STUDENT MINISTRIES EVENT REGISTRATION POLICY

Purpose: This policy exists to provide effective, safe, and affordable events that promote relational ministry and spiritual nurture. We value the participation of each student, in high-quality environments with favorable student-to-leader ratios. Due to ever-increasing participation and the complexity of planning events, the following guidelines will be observed.

Registration Process: A student will be registered for an event when the registration forms (Release of Liability Form & Health Form) have been fully completed and submitted to the Student Ministries office by the posted deadline. Payment should be made at the time of registration, but if payment needs to be made later, the registrant should contact Student Ministries at 673.6826 x103. Registration forms can be picked up at the Student Ministries office or downloaded online at valleycommunity.cc/middleschool or valleycommunity.cc/highschool.

Registration Deadlines: Most events will have one registration deadline. Occasionally, early-bird registration deadlines will be available with a reduced rate. The reduced rate will only be available if registered by the indicated date. **All registration deadlines are final, even in the event of unforeseeable circumstances.** To ensure registration is accepted, **the forms must arrive at the Student Ministries drop box by midnight of the deadline date.** With that in mind, early registration is strongly recommended!

Scholarships: Scholarships are available for families who are experiencing economic hardship. We never want money to limit the involvement of any student, so the church has designated funds for this specified purpose. A standard scholarship covers half of the registration cost for an event, and additional assistance will be granted if needed. To request a scholarship, please contact Student Ministries at 673.6826 x103.

Refunds: Refunds may be available for certain events. Requests should be made via email or phone to the Student Ministries Administrative Assistant within two days of the event date. Refunds will be processed within one week. Any requests made after this period regarding registration fees will not be granted. Funds raised for student support for mission trips cannot be refunded and will be considered charitable donations.