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Highland Academy Student Work Program

This information takes the place of statements printed in the 2009-10 Handbook on pages 4, 5, and 7.

Voluntary Wage Assignment

The school makes no promise or guarantee regarding the amount of work hours for students. This will largely depend upon the individual. Students will receive paychecks for all hours worked and earnings from the student work-study program, after deduction of applicable taxes. Because the work-study program was developed, in part, to assist students and their parents with tuition expenses, Highland Academy will provide students and their parents with the opportunity to voluntarily assign some or all of the student's earnings, after tax withholdings, directly to the student's tuition account. Students who desire to assign some or all of their student wages to the tuition account must sign and provide the school with a written acknowledgment. Students will receive semi-monthly paystubs reflecting the amount of student labor earnings and any assignment to the tuition account, and parents will see any student earnings assigned to the tuition account reflected in the monthly financial statement. Highland Academy expects that, with or without a voluntary wage assignment, all tuition costs and other outstanding charges will be paid each month.