

# Add a Family Specific Discount

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When you use Post Tuition Fees, you can have a family specific discount applied to any tuition fees posted. This is often used for volunteers, staff, etc. that are given a discount over and above any multi-class and multi-student discounts that you offer.

The Family Discount, which can be a dollar amount or a percentage, is applied to the tuition amount **after** your other discounts have been calculated and applied as per the class Tuition Defaults. *Note:* Family Discounts are an option if you use Class Based Billing.

The screenshot shows the Jackrabbit system interface for a family record titled "Family: Ager". The "Billing Info" tab is selected, displaying various fields for billing and payment information. At the bottom of the form, there is a section for "Discounts and Fixed Fees" with the following data:

Discounts and Fixed Fees (only applied when using Post Tuition Fees and Post Tuition Fees by Total Hours)			
Family Discount:	10	Discount Type:	Percent
Family Fixed Fee:	500.00	Fixed Fee Category1:	Recreational
		Exp Date:	11/30/2018
		Note:	Fall 2018 Family Fixed Fee

To add a Family Discount:

1. In the *Family* record select the **Billing Info** tab.
2. Enter a discount in the **Family Discount** field (the discount can be an amount or a percentage).
3. Select the **Discount Type** (Amount or Percentage).
4. Assign an Exp Date (optional).
5. Add a **Note** (optional).
6. **Save Changes**

## Important Notes About the Family Discount

- Family Discounts **are not** deducted from Family Fixed Fees.
- Family Discounts **are** deducted from Student Fixed Fees. The discount is posted after all Student

Fixed Fees are entered. Example: A family has two students and both students have a Fixed Fee of \$100. The Family Discount is \$10.00. Both Student Fixed Fees are posted at \$100 each. The discount of \$10 is subtracted from the total ( $\$100 + \$100 - \$10 = \$190$ ).

- You can set the Family Discount to expire on a specified date. After an expiration date has passed, the discount will be ignored when posting tuition fees.
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