

HEALTH POLICY If your child is sick, do not send them to class for the safety of other students and staff. If your child shows visible signs of illness, including cough, we will send them out of class to be sent home with the parent and guardian.

SPOTTING Spotting is an integral part of gymnastics instruction. Our staff will continue to seek other ways of instructing to minimize spotting (drills, stations, etc.). Please notify the front desk if you wish for your child not to be spotted (except for safety).

REGISTRATION PROCESS

- Enrollment is year-round; tuition is charged on a monthly basis. There are no longer terms/sessions.
- Elite requires a credit card on file for all monthly fees.
- Once enrolled, you will remain enrolled until you un-enroll.
- You can change enrollment at any time within the billing timeline.
- Tuition is charged monthly on the 1st of every month.
- Tuition is based on 4 weeks per month – some months may have 5 classes. Some months may be short due to planned closures/ holidays. Tuition will not be adjusted either way. It will even out over the course of the year.
- Annual registration fee of \$30 per child, good for 12 months from anniversary date.

BILLING

- You have until the 25th of the month to drop enrollment for the following month. You will be financially responsible for the following month if not dropped by the 25th. Please make your drop request through the Customer Portal (preferred) or via email.
- Credit cards will be debited between the 1st and the 5th of every month.
- If you prefer to pay cash/check or in person, payment must be made before the 1st of each month.
- Failure to make your payment by the 5th of each month will result in dropped enrollment. No exceptions.

MAKE-UP POLICY Just like in college, your tuition pays for a class spot, regardless of attendance. However, as a courtesy, Elite offers make-ups when doing so does not jeopardize the safety or integrity of the class. Elite reserves the right to refuse to offer a make-up if we feel it will affect safety or lessen the experience of those children who have registered and paid for that class. *Elite allows a maximum of ONE make up per month. Requests for tokens must be made AFTER the missed class. Pre-registration online for make-ups is REQUIRED.

REFUND POLICY Once registration has been made, requests for refunds will only be considered with a written request form, in accordance with the following refund policy. Requests for monetary reimbursement refunds are limited to:

- Extended illness or injury (resulting in inability to continue program during session enrolled). A doctor's authorization is required
- Family relocation/moving out of the area.
- Elite cancellation of program or class.
- ALL other written requests for ALL other personal or other reasons will be issued an ELITE credit usable for another program and/or birthday party.