



2007-2008 Policies

Registration - The registration fee for one child is \$25 per year; siblings are \$20 each. Registration is paid during school year sign-up, and includes a T-shirt. Registration will be pro-rated from January to July.

Tuition - Tuition is due by the 7th of every month. Monthly tuition is based on a four-week month. No additional charges will incur for those months with extra class days. Therefore, there will be no pro-rating tuition for times the gym is closed for holidays or other reasons. Please refer to our year calendar for a complete list of gym closures.

Late Fee - A \$10 late fee will be added to your account if tuition is not received by the 7th of each month.

Payment Options - AirTime accepts personal checks, VISA, MasterCard, Discover and American Express. If paying with cash, please have exact change—we do not keep change on hand. Automatic withdrawal can be set up with a credit card, or through savings or checking accounts for an additional \$2 charge per month. There is a \$20 charge on all returned checks.

Should collection become necessary, the client is responsible for all costs of collection including an additional collection of 35% whether or not the account is turned to an outside collection agency. The client is responsible for all court costs and attorney's fees should legal action become necessary.

Make-Up Classes - Make-up classes are offered as a courtesy, on Saturdays only. Make-ups must be scheduled at the front desk and are done on a first-come, first-serve basis. Make-ups must be done within 30 days from the missed class. AirTime does not pro-rate fees or give credit for missed classes.

Time Off - Enrollment carries over automatically from month to month. If you need to take time off or drop your child from class, please fill out a Time Off form and turn it in to the front desk before the 1st. If we do not receive this notice before the 1st of the month, you will be responsible for a full month's tuition, even if your child does not attend class. If your child attends class anytime during a month, you will be charged a full month's tuition.

Class Transfers – Any changes to your child's schedule must be done in writing before the last day of the month. All changes will take effect as of the 1st of the next month.

Late Pick-up Policy - Please be prompt when picking up your child. The gym closes promptly at 8:00pm Monday-Thursday, 6:00pm Friday, and 12:00pm Saturday. The late pick up charge is \$1/minute, after 10 minutes.

Sibling Discounts – There is a 10% discount for the 2nd child enrolled, and a 15% discount each for any additional children.

Dress Code – Students should be dressed in comfortable clothing, with no buckles, belts, buttons, etc. Tumblers and boys should wear gym shorts and a T-shirt. Girls are encouraged to wear leotards. Socks are needed for T&T classes only. Hair should be secured away from the face. No jeans or jewelry.

Referral Policy - A \$10 credit will be applied to your account if you refer a client who enrolls at AirTime. Trial classes must be scheduled beforehand, and registration and release forms must be filled out by the parent. A child without a signed release form will not be allowed in class.

Tardy Policy - Students arriving more than 10 minutes late to class may have to schedule a make-up. In addition to disrupting class, tardiness can be a safety hazard by missing the warm-up and stretching.

Illness Policy – As a courtesy to others, please do not bring your sick child to class.