



## Gym 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. Except for the months of December and May, there will be no pro-rating tuition for times the gym is close. 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.

Delinquent accounts and all returned checks will be turned over to an outside collection agency. The client is responsible for all costs of collection including additional fees, court costs and attorney's fees should legal action become necessary. To resolve these situations, the client will work directly with the collection agency and not with AirTime Gymnastics.

### 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 before May 23, 2009. Make-ups will not carry over into the Summer Schedule. 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.

### Late Pick-up Policy

Please be considerate by being prompt in picking up your child from gym, especially if your child attends the last class of the day. The late pick-up charge, beginning at the time your child's class ends, is \$1/minute, effective 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.