

USA GYMNASTICS ACADEMY, INC. POLICIES AND RULES UPDATED AUGUST 2018

USAGA instruction is for all ages, beginners as well as advanced. Most classes are set up by age groups unless their skill level puts them in another class. Students get one on one learning in all classes. Your input could help us create new classes, so always share your ideas.

Special Note: *Classes with 5 or less attending on any given class may be shortened to 45 minutes without notice.*

REGISTRATION– There is a \$40.00 registration fee (per person). Your registration fee provides your family with a modern parent portal that you can access at any time and each child with a matching short set with USAGA logos. Registration is done annually and kept on record. ***Registration fees are not refundable under any circumstance. Returning Student Registrations are only \$20.***

NEW ENROLLMENTS– Class fees are prorated per class until the next payment cycle begins. Students may attend a trial class for \$20.00 and be under no obligation to register. Limit – 3 trial classes.

DRESS ATTIRE– **New Policy Eff. August 2018. Leotards, biketards, leggings, and tights are all acceptable and proper dress attire must be worn based on class instruction or your child will not be able to participate in class including hair rule & unclean feet.** All hair longer than shoulder length **MUST** be up and secured away from the face. Low ponytails and braids are best. No fancy hair decorations (THEY HURT!) Also, no buns or high ponytails (THEY HURT TOO!)

HOLIDAYS/NO CLASSES– Classes follow the same schedule as the Putnam County School System. Monthly fees remain the same because even with holidays all classes receive an average of 4 weeks per billing cycle of physical instruction during the Calendar School Year. USAGA will be closed the last week of each school year & one week just before school starts.

ABSENTEES– All fees are to be paid in advance for the upcoming payment period of instruction and there are no credits or refunds for missed classes. You must now get a MAKE-UP Class Ticket from a coach before attending a make-up class. Give a courtesy call to let us know why your child will not be able to attend class, as well. WE CARE AT USAGA!

CLASS FEES –USAGA has the capabilities of Auto Draft Banking (Debits from your checking, savings and debit accounts -DEBIT/VISA CARDS, MASTERCARD AND DISCOVER ARE ACCEPTED. CASH and CHECKS are always accepted and please ask for your receipt and keep it for at least 30 days. **No refunds-No exceptions!**

LATE PAYMENT POLICY !!!!!!!! (After 10 business days)

***\$10.00 LATE FEE will be added TO YOUR UNPAID BALANCE.**

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OTHER PAYMENT OPTIONS- Use our mobile friendly App, or payments can be made over the phone at no additional charge or on our website(usagymnasticsacademy.com) or you can mail a Money Order or Cashier's Check to USAGA'S Mailing Address: 902 So. SR 19, Ste. #2, Palatka, FL 32177.

Payments can also be made at USA Fitness Inc. during business hours by cash or check.

ANY & ALL DELINQUENT ACCOUNTS AFTER 30 BUSINESS DAYS WILL BE BILLED TO CREDIT CARD or PAYMENT ON FILE

SUSPENSION OF STUDENT – A past due account balance after 30 days at USA Gymnastics Academy (including balances for any previous season will suspend the student from taking lessons at USAGA . The student may rejoin his or her class once a payment has been made to lower the balance under \$125. Late fees will still apply each month until the account is brought to zero.

WITHDRAWALS – Communication needs to be done immediately if your child is not returning to class and all fees paid at time of withdrawal. Withdrawal policy is 30 days from your withdrawal date and all fees are to be paid up on account.

Temporary withdrawals – if you need to pull your child out of class for any given month or more and plan on returning you must continue paying your normal rate to reserve your child's enrollment. This also applies to injuries or sicknesses which prevent your child from attending class as well.

EQUIPMENT- No one is allowed on any piece of the equipment without proper supervision. This includes before, during, and after class. **Absolutely no tumbling or horse playing when instructors are not present in the room. SPECTATORS-** We encourage all of our parents/guardians to stay and watch class if you choose to. PLEASE do not attempt to talk or “coach” your child while they are participating in class without prior permission from the current instructor.

Additional safety rule for other children not enrolled in USAGA, but present with student: Do not allow children to dart out or participate on the mats while class is in session. **This is a big safety rule that everyone needs to follow!**

****We hope your enrollment here at USA Gymnastics Academy is an enjoyable learning experience. If you have questions or concerns, please feel free to contact a USAGA staff member before or after classes. Also you may send an email to usagymnastics@att.net or contact the office at 386-326-9895.**