

NFGC Rules & Policies

Membership

It is NFGC's goal for children to remain enrolled in their gymnastics classes on an ongoing basis. The benefits (emotional as well as physical) of being enrolled in our classes are realized over a period of time not just for a month here and there.

1. Membership fees are non-refundable and NON-TRANSFERABLE.
2. Review the NFGC Annual Attendance Calendar (vs. a regular monthly calendar). NFGC defines (12) twelve months in the year with (4) four weeks in every month. Closures occur (4) four weeks each year. You never pay more and we serve you a total of 48 weeks each year. All Tuition is based on (4) four weeks each month.
3. Members will receive a NFGC T-shirt at the time of registration.
4. NFGC reserves the right to change prices, with a 60 day notice.
5. NFGC reserves the right to cancel a students and/or family membership at anytime.

Payments

1. Payments are due by the 1st of each month for the following month.
2. Payments received after the 5th will be assessed a \$10.00 late fee per family.
3. NFGC reserves the right to hold students out of class and/or withdraw them from the program, if tuition is 30 days past due.
4. Payments will be accepted by auto pay through NFGC. A \$5 administrative fee will

be charged for anyone choosing to not register as an auto pay client. A \$30.00 returned check fee will be assessed for all checks returned by the bank.

Withdrawal Policy & Class Changes – VERY IMPORTANT

1. All class changes or withdrawals must be made with & confirmed by the office.
NFGC REQUIRES that a written withdrawal notice be submitted to the office by the 23rd of the month prior to the month of withdrawal.
2. This policy enables a more efficient billing process and manageability of accurate class enrollment. **If a written withdrawal notice has not been received and confirmed by the office, you will be billed and responsible for (2) months tuition.** For your convenience, withdrawal forms are available at the front desk. **NO EXCEPTIONS will be given to this policy! Verbal withdrawals are NOT accepted.**
3. IF YOU ATTEND ANY CLASS DURING THE NFGC CALENDAR MONTH, YOU ARE RESPONSIBLE FOR THE FULL MONTHS FEES. (Please note the difference in the NFGC calendar months).
4. Collection services will be used if fees are not paid in a timely manner.

Make-ups

1. No credits or refunds will be given for classes not attended.
2. ONLY (1) one make-up is allowed per month.

3. All missed classes MUST be made up within 30 days of the missed class.
4. Make-up requests should be made up to one day in advance through the office.
5. If you fail to attend a scheduled make-up, that make-up will be forfeited.
6. Competitive team members are not eligible for make-ups.
7. In the event of bad weather, please call the gym one hour before your scheduled class time and a message will tell you if classes are being held. We do not follow the public school cancellations.

Be Prepared for Class

1. Please try to be on time to class. It is very important for each child to receive a proper warm-up to avoid injury.
2. Students must wear proper gymnastics attire. (Girls leotard or shorts & boys shorts and t-shirts tucked in)
3. No jewelry, belts, buckles, zippers, footed tights, socks or jeans will be permitted in class for safety reasons.
4. Long hair must be neatly tied back before class begins for safety reasons.
5. Children in the "Waiting Area" **MUST BE SUPERVISED AT ALL TIMES!**
6. Please refrain from coaching or distracting your child from the sidelines. Gymnasts (even the youngest age) need to remain focused on their instructor for safety of your child and others in the class.
7. Valuable items should not be brought to the gym. NFGC will not be responsible for lost or stolen items.