

## Rules & Policies



### General Policies

1. Meadowlands Gymnastics Academy reserves the right to terminate any membership at any time, especially if there is a disturbance to the program and the facility.
2. Classes are continuous from September to June. Summer classes are offered in July & August and will run on a modified schedule. Summer camp is also offered in July & August.
3. Students are guaranteed their space in class from September to June given payments are made by the first class of each session.
4. Parents are not permitted inside the gym! If a student needs to leave class early, our office staff is happy to assist you.
5. Tiny Town Program (Parent & Tot)-**One** parent permitted inside the gym with each student! For safety reasons, siblings are not allowed! Thank you for your cooperation and understanding.
6. MGA sends all notifications via email. Please keep a current email on file.
7. Closings due to inclement weather can be found on Facebook, Instagram, website, E-mail and our voicemail message.

### Trial Policy \*Based on availability.

1. Trials are for new students only!
2. Trials must be scheduled and paid for in advance.
3. Fees are non-refundable for missed trial classes. A trial class may be rescheduled ONCE , as long as notice was given to MGA PRIOR to the start of the class.
4. A parent or guardian is required to complete an online registration form BEFORE a trial is taken, and remain in the lobby for the duration of the trial.
5. Once a trial is taken, you will be given 24 hours to sign up for the class before it is released.

### Make-up Policies\* Based on availability, not guaranteed.

1. Up to 2 make ups may be allowed per session.
2. Please call us if your child will be absent.
3. Make-up classes are limited, therefore scheduled make-ups that are not canceled at least 5 hours prior to scheduled time will be counted as completed. Thank you for your understanding.
4. If a student drops out of the program, make-up classes are forfeited.
5. Make-up classes must be scheduled within the same session they were missed & **may not roll over into the next session!**

### Payment Policy/Refunds/Credits/Cancellations

1. All credits issued must be used within 6 months of the date it was issued.
2. Make up classes will be offered if your child misses due to injury. A clearance note must be submitted to the office prior to students' return.
3. MGA requires 7 day written notice **BEFORE** a new session begins to cancel a membership.
4. Refunds/Credits will not be given if a student has received a trial and signs up for the class.
5. Refunds/Credits will not be given for missed classes or if a student drops during the session for any reason, including but not limited to need for quarantine due to exposure to COVID-19.
6. Tuition will not be refunded due to any closures, including but not limited to Covid-19 shut down. A plan will be communicated in the event this happens.

### Fees

1. All registration fees are non-refundable/non-transferable and are due annually in full at time of registration for all participants.
2. All members are required to keep a credit card on file. If the credit card on file is declined, or there is no credit card on file, the student will be dropped from class.
3. Payments are due by the first day of each new session. Failure to make a timely payment may result in a \$25 late fee and the student dropped from class.
4. A \$40 fee will be charged for all returned checks
5. Tuition fees are due in full before the start of each session.
6. We accept Visa, MasterCard, check or cash.
7. Tuition will be auto charged if payment is not received by the first day of the new session, and written notification was not received by email 7 days before the new session began.
8. There are no refunds once the session begins or missed classes.
9. There are no refunds or credits for missed camp days/parents night out.

**SUBJECT TO CHANGE WITHOUT NOTICE**