

# Elite Gymnastics Academy of San Diego

## General Gym Policies

### Tuition

Tuition for all classes is due on the first of each month. Tuition can be paid by any of the following methods:

- In person via cash, check, or credit card.
- With a check via US mail. We'll use the postmark as payment date.
- Over the phone with a credit card.
- Online: <http://www.e-junkie.com/EGATuition/product/322211.php>
- Recurring autopay: [http://www.elitegymnastics.com/Elite\\_AutoPay\\_Enrollment\\_Form\\_Fillable.pdf](http://www.elitegymnastics.com/Elite_AutoPay_Enrollment_Form_Fillable.pdf)

Tuition paid after the 1st of the month will incur a \$25 late fee per enrolled student. If tuition has not been paid by the 1st of the month, the student will not be permitted to join their class until all outstanding charges have been paid. This will apply even if the student is not able to come to class until after the grace period and even if the gym is closed for holidays.

### Make-Up Classes

Any student who misses a regularly scheduled class for any reason has the option of making up the missed class. Make ups must be completed within one month of the missed class. Make ups must be completed in another scheduled class time of the same level and must be scheduled in advance at the front desk. Missed make ups will be counted as an attended class. The student's tuition must be current in order to be able to do make ups.

### Illness

Students who show signs of illness such as runny nose, coughing, sneezing, fever, etc. are expected to be kept at home until symptoms are completely gone. Any student known to be contagious, but not showing any symptoms, is expected to remain at home until well. Coaches may not allow sick students to participate in class.

### Refunds

Refunds will only be processed for requests made in writing to the owners of Elite Gymnastics and must be delivered either in person or via certified mail. The effective date for any applicable refund will be the date that the request is received by the owners of Elite Gymnastics. Refunds will be processed using the following methods:

- *For months which have not yet begun.* 100% refund will be given for any months which have not yet begun.
- *For months which have already begun.* A service fee of 50% of the current amount remaining on your account (less any non-refundable credits for paying ahead) or \$25, whichever is more, will be assessed when processing your refund.

### Returned Checks

A \$25 fee will be applied to any checks returned by the bank for any reason. Re-payment for returned checks must be in the form of cash or credit.