

REGISTRATION PROCEDURE FOR WINTER/SPRING 2018-2019

REGISTRATION WILL BEGIN IMMEDIATELY FOR CURRENTLY ENROLLED STUDENTS.

Students have been advised of the appropriate class level for registration.

REGISTRATION BY PHONE WILL NOT BE ACCEPTED!

OPEN HOUSE — Saturday, November 10, 2018 — 3:00 - 5:00pm

Online Registration: www.salto-gym.com (Parent Portal)

NEW STUDENT REGISTRATION

New student Registration for Winter will begin on Saturday, November 10, 2018 from 3:00-5:00pm at both gyms. All new students in 1st grade and above with previous experience in gymnastics must be skill tested to determine the appropriate class level. Please complete the registration form as well as the Release and Acknowledgement of Risk Form and submit it with the full class fee and registration fee. If you have any questions, please call Salto West at 262-549-3344 or Salto Brookfield at 262-782-3430.

ANNUAL REGISTRATION FEE—All students **are required to pay a non-refundable \$25.00 Annual Registration Fee** per gymnast, or **\$50.00 per family** that must be paid once each year. For example, if the annual registration fee is first paid in September, it need not be paid again until the following September, etc. Please include this fee with your payment for all NEW STUDENTS and any CURRENT STUDENTS whose anniversary month has arrived.

CLASS PROCEDURE—We reserve the right to cancel or combine classes as enrollment demands.

PAYMENT PROCEDURE— **PAYMENT DUE IN FULL ON DAY OF REGISTRATION**

Please make arrangements with the office if you are unable to pay in full. A \$25.00 late fee will be added to your balance each month it is delinquent, if the arrangements for the payment have not been met.

MAKE UP CLASSES— Make up classes are allowed, where there is class availability. **We allow 2 makeups per 12 week session after a class has been missed.** Please sign-up at the front office in advance to ensure availability.

PRO-RATING of fees will occur when you enroll in a class after the starting date. You may sign-up at any time, providing there is room in that class.

FEE DISCOUNTS—The first class is full price, each additional class will receive a \$10.00 discount. The discount is for all family members or one child signing up for more than one class.

REFUNDS for reasons other than illness/injury (with a doctor's note) or moving must be approved by management and will be available as a credit towards future classes.

AMERICAN EXPRESS, DISCOVER, MASTER CARD AND VISA ACCEPTED

RELEASE AND ACKNOWLEDGEMENT OF RISKS—All students **MUST** have the Release and Acknowledgement of Risk Form signed by the parent or guardian on file at Salto Gymnastics Center. This form is located on the back side of the Registration Form.