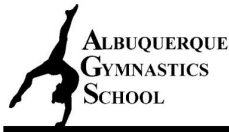


2019



GENERAL RULES AND POLICIES

Phone (505) 293-9570

www.agsgymnastics.com

email: agsgym@live.com

Welcome to Albuquerque Gymnastics School. A complete Registration Packet, annual registration fee, and Electronic Payment Authorization Form must be submitted upon enrollment. A student may not attend classes until these administrative requirements have been met. AGS is a year-round program and your child will be automatically re-enrolled each month. You may withdraw anytime, as long as you notify the office in writing or via email, 30 days before you withdraw. You will be responsible for payment until the office is notified of your withdrawal and you have received confirmation of the withdrawal.

Tuition is based on a one-month time period with an average of 4 classes per month (or 8 for twice a week classes). This incorporates our vacation schedule. Payments are due the first class of each month. Payments may be made by cash, check or card. If payment has not been received, your credit card on file will be charged on the 11th of each month. There is a charge of **\$15.00** for returned checks. We **mostly** follow APS school vacation schedule for major holidays, but this is subject to change.

The following is the 2019 vacation schedule:

March 11 th -15 th	Spring Break	Monday-Saturday
May 27 th	Memorial Day	Monday
July 4 th	Independence Day	Thursday
July 29 th - Aug 3 rd	Summer Break	Monday- Saturday
September 2 nd	Labor Day	Monday
Nov 27 th - 30 th	Thanksgiving Break	Wednesday- Saturday
Dec 23 rd - Jan 4 th	Winter Break	Monday- Saturday

PARKING: 1. Please do not park on the south side of the building. This is a walkway for pedestrians and a one-way driveway going west from Morris to Comanche only.

2. Please do not stop in front of the entrances & block traffic while you wait to pick up a student. Please park in a designated parking place (Handicap spots only for people w/stickers) this is for the safety of your child & others. Please drive slowly & carefully.

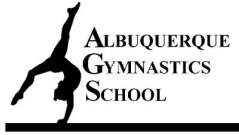
STUDENTS: 1. The dress code is informal; however, please avoid clothing with zippers, buckles and snaps. No tights.
2. Please do not wear jewelry or chew gum in class. Please tie back long hair.

SPECTATORS AND PARENTS:

1. All students should be picked up promptly after class. We cannot provide babysitting services when your child is not in class.
2. Please do not walk through our gym facility. If you must travel from one gym to the other, please walk around, outside the building. Thank you for not disturbing our classes and helping us maintain safety.
3. Food and drink are not allowed beyond the lobby. Please **NO SMOKING!**
4. Do not leave your children unattended. Children not in class must be quiet and sitting with parents. For the safety of everyone, please keep non-students off the floor and equipment.
5. No pets are allowed in the gym, unless they are service animals.

MAKE-UP CLASSES:

1. Make-up classes are available for pre-school classes only and must be scheduled with the office staff. We are unable to provide make-up classes for students in our 5-year-old and older programs, except during June & July. We do not schedule make-ups for missed make-up classes.
2. AGS will follow APS SNOW DAY policies. If APS is closed, then AGS will be closed for all classes that day. If APS is on a delayed schedule, then AGS will have regular classes that day.



Client ID# _____ Class _____

Registration and Release Form
For
Albuquerque Gymnastics School

Student Name: _____ Age: _____ Date of Birth: _____ M: _____ F: _____

Mother: _____ Phone: _____ Primary contact # _____y _____n

Father: _____ Phone: _____ Primary contact # _____y _____n

Address: _____ Zip: _____

E-mail: _____ Home Phone: _____ (if available)

Local Emergency Contact: _____ Phone Number: _____

Bill to (If other than Above) _____ Phone Number: _____

Address: _____ City _____ State _____ Zip _____

List any special health related problems that your child may have that our staff should know about

Allergies: _____ Is on Medication: _____ What Type: _____

Learning Problems or Handicaps: _____

Past Injuries and Dates: _____

Do you give an adult staff member of A.G.S. permission to transport and authorize emergency medical treatment for your child if you are unable to be reached? YES: _____ NO: _____

Parent's Signature: _____

If yes, what is your hospital preference? _____

If you intend to have your child participate, please note that all tuition fees are due by the 1st class of each month. All new students must pay the same day they register. A yearly non-refundable **\$36.00** registration fee is due per family starting with the first tuition payment. We re-enroll students month to month. Contact the office in writing if you are discontinuing lessons, otherwise you be held responsible for payments. There will be a **\$15.00** fee charged for all returned checks.

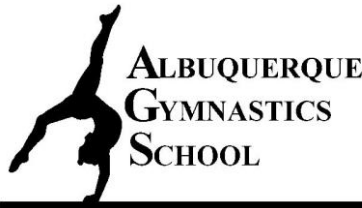
The Albuquerque Gymnastics School does not carry medical insurance for your child. We are assuming that you as a parent already have medical insurance for your child. There are risks involved when enrolling your child for sports activities, and you as parents must understand the physical and financial risks that are inherent within the realm of the gymnastics activities offered at this school.

Waiver and Release: I am fully aware of and appreciate the risks, including the risk of catastrophic injury, as well as other damages and losses associated with participation in gymnastics. I further agree that the Albuquerque Gymnastics School, along with the employees, officers and directors of this organization shall not be liable for any losses or damages occurring as a result of our participation in the sport.

Please sign if you have read, understand and appreciate the statements regarding your assumption of risk. Thank you for your cooperation!

Parent's signature: _____ Date: _____

I have received a copy of the General Rules and Policies _____



Electronic Payment Authorization Form rev01/17

Please Print

Student's name: _____

Please check, sign and date below:

My preferred method of payment is:

- Cash, check or credit/debit card by the 1st class of the month.
- recurring payment charged to my debit/ credit card on the 11th of each month.
- Bill Pay delivered to AGS by the 10th of the month.

If payment is not received by any of the offered payment methods your credit card will be charged on the 11th of the month. All credit/ debt card payments will be assessed a 3% fee.

I hereby authorize Albuquerque Gymnastics School to charge my account on file for monthly tuition, plus credit card processing fee. Albuquerque Gymnastics charges monthly tuition plus credit card fees on the 10th of each month.

IF your card is denied, a \$15 late fee will be added to your bill.

Account holder signature: _____ Date: _____

NOTE REGARDING WITHDRAWAL FROM CLASSES: Albuquerque Gymnastics School must be notified IN WRITING 30 days prior to withdrawing from the school. If AGS is not notified, billing will continue on a monthly basis on specified tuition due dates.

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