

HOW TO REGISTER YOUR CHILD: To enroll your child(ren), please choose a class and time from the Class Schedule and Fee Information sheet. Please pick a second choice should your first choice be unavailable. Fill out the *Membership Form* (one for each child) and deliver it to The Palaestra staff with your yearly, nonrefundable membership fee: \$35.00 for the 1st family member or \$55.00 for the entire family. Should both your choices be unavailable we will contact you by phone to schedule another class.

Tuition: The Palaestra's enrollment is a year round program. Tuition payments are requested by the 15th of every preceding month. In other words, September tuition is due by August 15th. Tuition is considered late if not received prior to the first class of the month. On the 8th of the month a **\$15.00 late fee** will be assessed on all accounts in arrears. **A 30-day written drop notice is required as well as a \$15 re-enrollment fee for current paid members.** Past due amounts must be brought current prior to re-enrollment. Please refer to the Class Schedule and Fee Information sheet for tuition fees.

Statements: Reminder statements are not sent. Statements will be mailed only when accounts are past due. If payment on an account is not honored by the bank (returned checks) a \$30 fee will be assessed the account. That payment and the associated returned check fee is due immediately and must be paid either in cash, money order or cashier's check.

Summer: The two summer months (9 weeks) are paid in a single installment. This payment is requested prior to May 15. No registration fee charged for summer.

Discounts: **"GIMME 5"** Choose to pay in 5-month increments prior to start of semester and your family shall receive 10% off tuition fees for all children living in the same household. This discount indicates a commitment for the duration of the semester and is **nonrefundable**.

Other Discounts: 25% discount on 2nd day or class time (least expensive class) & 10% discount on sibling class if not part of GIMME 5. Does not apply to 2-hour classes or team programs.

Holidays: The Palaestra has scheduled gym closings. The tuition fees are based on an average and incorporate these family holidays. The holiday closure schedule is on the Class Schedule and Fee Information sheet. Holiday closures are not made-up or prorated.

Closings: Please note that we follow the Carrollton/Farmers Branch ISD weather closure notices.

Make-ups: Please contact the office prior to your scheduled class time if you are unable to attend class. Make-ups must be used within the same month that the class was missed.

Class Roster: The Palaestra understands hectic schedules of young people and their parents. Should your child need to drop a class, please supply our staff with a written drop notice. You may resume the class with advance tuition payment when space is available and payment of the re-enrollment fee of \$15.00.

Private Lesson: Private lessons are available. Membership Fees and consents are required and must accompany prepayment of 1st lesson. **All children must have *Consent to Participation/Release from Liability/Consent to Medical Treatment* form signed and filed at The Palaestra before participating in a Private Lesson.** Up to two children may use the time with the instructor. All payments must be in advance of lesson with separate checks to the Instructor and The Palaestra.

One Hour Private Lesson Fee \$80.00 (\$40.00 gym/\$40.00 coach)

The Palaestra Staff welcomes you, your family and friends to our training center (Palaestra). We look forward to working with you and your children. Our staff remains open to suggestions and we welcome your comments. We love helping children grow and develop through gymnastics and movement education and we strive to make learning fun.

Working Together to Do It Right!

The Palaestra and YOU.