



Top Contenders Gymnastics Academy

Telephone Number: (352) 593-4910
Email: tc4eas@yahoo.com
Website: www.topcontenders-gymnastics.com

Physical Address: 3203 Premier Drive
Spring Hill, Florida 34604

Mailing Address: 4532 Lake In The Woods Drive
Spring Hill, Florida 34607

Dear Parents,

Welcome to Top Contenders! We are confident that you will find that you have made the right decision in providing the best program for your child. Every child is unique here at Top Contenders. We pride ourselves on building not only good athletes, but capable individuals as well. They will be encouraged to keep trying until they succeed in mastering new skills that will develop, most importantly, self-esteem.

At Top Contenders we hold our open communication policy to a high regard. Please feel free to speak with your coach if you wish to praise them for their great work or have a problem. This can be done through a note to the coach or by letting the front office know that you would like to arrange a conference.

Thank you again for choosing Top Contenders. I look forward to a long and happy relationship with you and your child.

- A trial class is offered to new students by appointment at a rate of \$15.00 per child. If the student is registered into a class the deposit is then deducted from the first months' tuition.
- **Observation area is available to parents. Parents are not allowed past the fence at any time.**
- For the safety of your child, please do not ask your child to meet you outside the gym after class. We will not allow children to leave the facility without an adult.
- Recreational Tuition is based on 4 classes per month, if there are five (5) weeks in the month it is included. Tuition will not be pro-rated for missed classes. Tuition is due in full regardless of the days your child attends. (Please see make-up policy below) Classes are year round. Team tuition is discussed at the time of the parent meeting.
- **Students may not participate in class if tuition is fifteen (15) days past due.**
- Recreational (only) tuition payment options: (Late fees are applied on the 5th of each month).
 - Monthly payment is due on the 25th of the current month for the upcoming month.
 - 3 month payment offers a 5% discount
 - 6 month payment offers a 7% discount
 - Full annual payment offers a 10% discount
- Make-up Policy: One make-up class will be given for each class missed during normal business hours. **Make-ups are not given for holidays and scheduled closings. Absences must be phoned in to the front desk and make-up arrangements made at that time. If an absence is not called into the front office, a make-up class will NOT be provided.**
- **VERY IMPORTANT! Top Contenders requires a "30 Day Written Drop Notice" prior to dropping from class. This policy enables a more efficient billing process and manageability of accurate class enrollment. The notice must be received by the 1st of the month prior to the month dropping. If notice is not received you will be responsible for 1 month's tuition. No exceptions will be given for this policy.**
- Registration and reinstatement fees along with monthly tuition are non-refundable.
- A \$25.00 NSF charge will be charged for all return checks.
- Temporary Withdrawal WITH Notice (3 weeks or more): there will be a \$10.00 per class/per child charge for each week absent.
- Returning after Withdrawal:
 - If you are holding a spot at the \$10.00 rate: no charge
 - If you provided 30-day notice: reinstatement fee (see below)
 - If notice was not provided: one month's tuition (most recent rate) AND reinstatement fee.

REINSTATEMENT FEE: Jan-Jun: \$50.00 July-Dec: \$25.00

Your child(ren)'s class: _____

Your child(ren)'s registration fee(s): _____

Your child(ren)'s monthly tuition fee(s): _____