

Burlingame Training Center  
888 Hinckley Rd.  
(650)777-5458



Foster City  
969 Edgewater Blvd. Ste M  
(650)477-2727

# Welcome to Accel Gymnastics!

We look forward to a great year with your child and family!

## Gym Closures for 2018:

(Tuition is based on 48 weeks per year. Each day will have 4 class closures)

**Monday:** 2/19, 4/2, 7/2, 12/24, 12/31

**Tuesday:** 2/20, 4/3, 7/3, 12/25

**Wednesday:** 2/21, 4/4, 7/4, 12/26

**Thursday:** 2/22, 4/5, 7/5, 12/27

**Friday:** 2/23, 4/6, 7/6, 12/28

**FAQ: Saturday:** 2/24, 4/7, 7/7, 12/29

- If we miss a class can we do a make-up?

Yes, 1 Make Up Class is allowed per month, for any reason. The office must be notified before the missed class, and you must schedule your make up within the month, the class is missed. If you have a special situation or reason you need more than one make-up please talk to the office, so we can try to accommodate your request. **\*There are no make-ups for Developmental or Team training sessions\*.**

- What is the Tuition Policy?

### Quarterly Payment system:

Jan-Mar, Apr-Jun, Jul-Sep, Oct-Dec. **Due Dates: Jan 1st, April 1st, Jul 1st, Oct 1st.**

All tuition will be prepaid for the quarter via check, cash, credit card, or auto pay.

\*If this presents an issue for you, please note that we can continue a monthly payment schedule for an additional fee.

\*Please communicate with us about your needs\*

- Will we receive a Monthly Statement?

No, we do not send out monthly/quarterly paper statements (since our program is year-round), but we will send an email statement as a reminder. If you would like to be provided a paper statement for your records, please see the front desk.

- What if we want to STOP taking classes?

We are a year round program, If your child wishes to stop attending or take a break from our program, it is your responsibility to fill out a "Stop Form" 30 days prior to stopping. Failure to do so mean's you agree to pay for the next month's tuition, even if your child does not attend. You can pick up a stop form at the front desk or find it on our website under the "Forms" link. **Stop Forms must be personally turned into the front desk, or you can email it to [info@accelgymnastics.com](mailto:info@accelgymnastics.com) \*It is the client's responsibility to call and confirm that we have received and reviewed any stop forms emailed. Failure to confirm that we received your stop form, will result in you being responsible to pay for the following month, whether your student is attending or not. If a refund is requested we will deduct 25% off of 1 month.**

-What if we want to take a month long break?

If you will be gone for up to 1 month and wish to hold your child's spot in their class, please fill out a "Stop Form" and check the option to retain your spot, this hold requires that you "Pre-Pay" the month you return, before you leave. **"Please note that there are no refunds, if you decide to not return after your vacation."**

We look forward to a long term relationship with your child and family! If you have any questions please let us know! We will do our best to ACCELerate beyond your expectations!