



501-593-1139 1021 Jessie Road Suite GHI, Little Rock, AR 72202 www.ihgymnastics.com

Payment Policy

Registration

The annual registration fee of **\$35.00 per child** and is due within 3 business days of your on-line registration. This fee can be dropped off directly in the mail slot at the gym or mailed (1021 Jessie Road, Suites GHI, Little Rock, AR. 72202). This fee is assessed in the fall and is good for that fall, spring, and following summer sessions. You need to pay the registration fee when you are enrolling for the first time during the year. For example: If you have paid for a fall or spring registration fee and are attending the following summer, you would not need to pay another registration fee. Registration fees are nonrefundable, and if not received by the closure of the third business day after registering, your space in class may be surrendered. There will be an increase in tuition each year that follows the national average of inflation.

IHG maintains a low student to teacher ratio while keeping session fees affordable. To accomplish this, IHG has to refuse potential students once a class fills during registration. By registering you have may have prohibited another child from participating in gymnastics at IHG, therefore, registrations at IHG are per **semester**, rather than by individual session. Your position in class for the semester is secure, and thus you are liable for the full semester fees. IHG attempts to work with families if their child has decided to longer attend. If your child's position in class is filled once you withdraw, then you will be contacted and your remaining session fees will be removed, however until that time you will be liable for the remaining session fees of the semester in which you are registered. Fall, spring, and summer semester dates can be found on the website.

Registration after the Start of a Semester

When registering in the middle of a semester, once you have submitted the on-line registration, please attend the class you registered for the next time it is offered. Your account will be set up for billing beginning the day you register for class through the remainder of the semester. You will not be charged for any session dates prior to your registration.

Payment options

Payment for the semester in full, or at the start of each session is acceptable. **Courtesy** invoices are emailed to the primary email address listed on your registration form the first Monday of each session. Session fees are due regardless of receiving the emailed statement. Discounts are not given for those paying for class a semester at a time, secondary to the small student to coach ratio guaranteed at IHG.

Due dates for Session Fees

Session fees are due by the end of the **first week** of each session. That is by close of gym on Thursday evening of that week. The due date will appear on each invoice. The calendar found on the registration page of our

website lists the start dates for each session. Other fees including birthday parties, leotards, etc. will have a due date listed on the invoice.

Late fees & returned check policy

A \$25.00 late fee per child will be charged to student's accounts that have an unpaid balance after the due date. Late fees are not assessed on accounts until the last class has completed on Thursday evening the first week of each session. Additional late fees may be assessed each Thursday evening the account remains unpaid. A \$35.00 fee will be charged for all returned checks for insufficient funds or stop payments.

Multi-Child Discounts

Families with more than one student registered during the same semester are eligible for the multi student discount. A 10% discount will be applied to the session fees of each additional family member. The discount will be applied to the family member with session fee of lesser value.