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# W O O S T E R S K A T I N G A C A D E M Y

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## APPLICATION AND POLICIES

We will return a copy to you after the application has been processed.

The following application contains a listing of policies and fees for the Wooster Skating Academy Training Program.

Skater's Name \_\_\_\_\_ DOB \_\_\_\_\_

Parents or Guardians (if under 18) \_\_\_\_\_

\_\_\_\_\_

Phone # (day) \_\_\_\_\_ (other) \_\_\_\_\_

Email Address \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

US Figure Skating Number (if applicable) \_\_\_\_\_

Primary Coach \_\_\_\_\_

Name of Employer \_\_\_\_\_ Position/Title \_\_\_\_\_

Employer City \_\_\_\_\_ State \_\_\_\_\_

**Wooster Skating Academy Sponsoring Coach** \_\_\_\_\_

We will return a copy to you after the application has been processed.

The Wooster Skating Academy is a program affiliated and governed by Skater's Advantage, LLC.

### LESSON FEES

Private instruction is billed typically in fifteen-minute increments.

\*Semi-private lesson fees will have an additional \$3 charge per student, per 15-minute interval and then the lesson fee will be divided equitably by the number of participating skaters.

### CANCELLATION OF LESSONS

Lesson and practice ice cancellations are detrimental to the progress of any athlete. They also constitute problems for instructors. Unfortunately, cancellations do happen for many reasons. **Please notify us if any cancellations of a practice session or scheduled lesson must occur. Cancellations need to be brought to our attention by 9pm of the previous day.**

In the event notification of cancellation is late or not given, the following fees will be charged:

- A charge of half of the lesson(s) missed if notification is after the allotted time.
- The entire lesson(s) will be billed if no notification is given prior to scheduled lesson

***Please do not leave messages at the rink.*** Our aim is to benefit those, including yourself, who wish to take advantage of our time when cancellations do occur. It is very important that notification be given should you miss any of your practice sessions. Lesson times and days will vary from week to week so being on time is crucial.

**USFSA PROFESSIONAL TEST FEES**

Testing fees will be as follows:

- \$20 for Pre-Preliminary Moves & Freeskating Tests
- \$25 for each Freestyle and Moves-in-the-Field test.
- \$10 for each Dance test. Dance Partnering Fees with SA as:

	<u>Primary Dance Coach</u>	<u>Secondary Dance Coach</u>
• Pre & Pre-Bronze	\$5	\$10
• Bronze & Pre-Silver	\$5	\$12
• Silver & Pre-Gold	\$10	\$15
• Gold	\$15	\$20

**COMPETITION FEES**

Competition fees will be determined by the location of the competition, and number of families participating. Competition charges include: Lessons on practice ice, event fees, mileage, hotel and meal expenses when traveling.

The total cost of mileage, hotel and meal expenses will be divided equally among the participating families.

**Exceptions:**

Skaters exclusively competing in basic skills and/or compulsory program events will be billed solely for expenses associated with their event(s).

Eastern Great Lakes Regional Championships will be handled as two separate competitions; Non-Qualifying and Qualifying.

**Practice Ice Fees:**

- Are based on time spent with each student as if it were a private lesson.

**Event Fees:**

- Skaters participating in the Basic Skills Event: \$20 per event
- 1-2 events: 1 hr lesson rate ; 3 or more events: 90 min lesson rate
- Compulsory Program Only Event Fee: \$27

If an event has qualifying and final round each *skate* is considered a separate event and will be charged accordingly.

**MILEAGE**

For any competition or testing session held away from the Wooster Skating Academy a mileage charge will be added. This charge will be figured as follows:

- Number of miles round trip x \$.\_\_ (rate in accordance with US Figure Skating mileage fees), divided by the number of families participating. As the USFS changes, this too is subject to change.

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## **PROGRAM FEES**

Production of a music program is a long process. Selection of the music to be used should be an on going process by the skater and skater's family. While it is important that the skater enjoys their music, it is also important that the music be appropriate for the skater. Wooster Skating Academy coaches must approve all music.

*Production Costs:* One minute long or short program - \$35; add \$5 for each additional 30 seconds.

Price includes 2 copies of program on compact discs for skater and one compact disc and cassette tape copy for the coach.

*Extensions:* Lengthening an existing program - \$35

*Miscellaneous:* Copying an existing program - \$10; Shortening an existing program - \$20

## **DRESS CODE**

A skater's dress is important not only for appearance but to allow for unrestricted movement during training. Therefore, we request during practice sessions this dress code be followed:

- **Practice** Females: Skating dresses and body suits with or without skirts are required. Warm-up jackets and/or turtlenecks are suggested. T-shirts are discouraged, if worn they must be tied at the waist. Baggy or hooded sweatshirts are not permitted.

Males: Stretch pants or nicely fitted sweats are appropriate.

- **Competition:**

**Competition outfits MUST be approved prior to creation or use in competition.**

All skaters attending a competition should be neatly dressed when they are not skating. Jeans are not acceptable. Skaters wearing jeans or other inappropriate attire while at a competition or test session will be asked to leave.

We would like to thank you in advance for your cooperation and look forward to the upcoming season.

## **BILLING - Shannon Felter (330)749-6191**

Billing periods end the 15th and last day of every month. You have three options for payment. Please select the payment plan you prefer.

- **Punch Cards** –Lessons may be purchased in advance by cash, check, money order, Visa or Master Card. You will receive a punch card for the lesson time purchased to be handed to your coach prior to a lesson given. If there are any excess charges to your account such as competition, testing or music fees, you will receive a statement by email or regular mail. This option requires no credit card on file.
- **Statement Billing** – Statements will be delivered by email or regular mail twice per moth. Payments may be made by cash, check, money order, Visa or Master Card. Full payment is expected within 15 days from the invoice date. For this option a Credit Card must be on file. Account balances that are over 15 days past due will be automatically billed to debit or credit account you supply. Please complete Statement Charge Authorization Form on last page.
- **Automatic Payment Plan** – This is the most convenient plan. Statement charges will be automatically applied to your debit or credit card following each billing cycle. You will still receive statements twice per month via email or regular mail. Please complete Statement Charge Authorization Form on next page.

**I wish to select the following payment plan and upon written notification may change this at any time:**

(Please initial) \_\_\_\_\_ Punch Cards \_\_\_\_\_ Statements \_\_\_\_\_ Automatic Payment Plan

If choosing Statements or the Automatic Payment Plan statements we prefer to send via email.

**To what email account would you like your statements sent?** \_\_\_\_\_

\_\_\_\_\_ I have do not have email or would prefer to have my statements sent standard mailed.

A late charge of 5% (max. \$25) of invoiced amount will be assessed if payment is not received by the due date. A NSF fee of \$25 will be assessed for returned checks.

**POLICY AGREEMENT**

Upon acceptance of this application by Wooster Skating Academy, the undersigned agrees to and accepts the terms and conditions of the agreement printed on the four attached pages entitled "Application and Policies". There is no defined length of term for this perpetual agreement as these policies are subject to change. You will be notified of any additions or changes in policy.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_  
 (parent or guardian if under 18)

1<sup>st</sup> Skater's Name \_\_\_\_\_ 2<sup>nd</sup> Skater's Name \_\_\_\_\_

Accepted by WSA \_\_\_\_\_ Date \_\_\_\_\_

**STATEMENT CHARGE AUTHORIZATION FORM**

If you chose Punch Cards as your form of payment, completion of the Statement Charge Authorization Form is **not necessary**.

**Credit Card Information**

**Automatic Payment Plan**

\_\_\_\_\_ I (we) authorize my (our) credit card to make my (our) bimonthly payment for any and all charges associated with the Wooster Skating Academy's training program by the method of payment on file. I will receive a detailed statement for each billing period.

**Statement Billing Plan**

\_\_\_\_\_ I (we) authorize my (our) credit card to make payments for any and all charges associated with the Skater's Advantage training program, that are **30 days past due**, by the method of payment on file.

**Debit / Credit Card Information** \_\_\_\_\_ Visa \_\_\_\_\_ Master Card

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name exactly as appears on card \_\_\_\_\_

**Cardholder's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

- Upon the conclusion of services account balances must be brought to \$0 prior to authorization being cancelled.