

	POLICY NAME: Withdrawal and Refund Policy	DATE APPROVED: Aug 14 2023	ACTIVATED DATE: Aug 14 2023
	Approved by: NPGA Board of Directors	Version: 1	
	Review Cycle: Reviewed annually by NPGA's Club Manager and Board of Directors. Recommended amendments to be approved by the Board of Directors.		

1.0 Purpose:

The purpose of the Withdrawal and Refund Policy is to provide guidelines for athlete withdrawal and refunds for the team program offered by Northern Peace Gymnastics Association.

2.0 Registration:

Registration is accepted on a first-come first serve basis. Payments must be up to date for your athlete to be permitted on the floor. Returned payments will be charged an NSF fee of \$25.00.

3.0 Withdrawal:

If an athlete wishes to withdraw from the team program, we require a 30-day notice prior to the last day of the current month be submitted to the office, npga@telus.net

If an athlete withdraws from the Team program and later wishes to return, they are required to try out during try outs. Spots are not saved for athletes who leave the program. In the event of an injury or serious illness (and only if a doctor's note is presented) will an account be put on hold till the athlete is cleared for return. A doctor's note is required for NPGA to allow the athlete to return to activity.

4.0 Refund:

Refunds or credits will not be issued for those missing class due to sicknesses or Covid-19 related reasons. Please allow 3 weeks for processing refund cheques and note that a \$25.00 administration charge will be retained by NPGA.

5.0 Gymnastics BC Membership Fee:

The GymBC Membership fee is non-refundable. All gymnasts are required to register with GymBC. This annual fee covers a gymnast from September 1, 2023 to August 31, 2024. It is non-refundable even if the gymnast is required to leave for medical reasons or the facility is shut down due to circumstances outside of NPGA's control.