



## Enrollment and Billing

Families wishing to enroll with Silver Bear will have two payment options. Option selection is done simply by filling out a payment option form available at the front desk or on our website. Completed payment option forms must be submitted in order to register your child.

1) **Automatic credit card debit** – This option allows Silver Bear Swim School to automatically debit a credit card for the upcoming month of lessons. Families must sign up for a minimum of three months. The first payment will be prorated for the number of classes remaining in the given month and is due at enrollment. Credit cards will be debited on the 1st of every month.

2) **Cash or Check** – Families must pay for 3 months of classes plus the prorated amount for the classes left in the current month.

### Enrollment

Families may enroll at any time. Families are required to make a minimum three month commitment to swim lessons.

### 3-Month Minimum

Children learn best through consistency and repetition. Therefore we do not believe it is fair to your child to “try” swim lessons. Three months is the minimum amount of time needed for your child to adjust to our structure and their teachers and begin the learning process.

### Withdrawals

Families wishing to withdraw any time after 3 months must provide written notice. Withdrawal forms are located at the admin desk as well as online.

### Pricing

Our tuition costs are \$95 per month. At the time of enrollment, families will be required to pay the prorated amount for number of classes remaining in that month. Families

will also be charged a \$35 registration fee at the time of enrollment.

Families with classes that fall on a day that Silver Bear Swim School is closed due to holiday or any other unforeseen incident will be credited accordingly.

### **Changing class times/Graduating levels**

This system will allow families to change their class date, time or instructor at will (based on availability). Correspondingly, since students in the same class will most likely be progressing at the same pace, they will be able to keep their date, time and instructor indefinitely - even as they graduate to the next level.

### **Make-ups**

Silver Bear Swim School offers 1 makeup class per month for each child enrolled in lessons. Makeups can be scheduled after the missed lesson and no further than 1 week ahead of time.

### **Privacy**

We recognize and appreciate the importance of your credit card or checking account information. All Payment Option forms are treated with the utmost sensitivity and will be safely stored and secured.