

At Pascoe Vale Uniting Girls Gymnastics (PVUGG), we aim to provide an inclusive, educational and recreational gymnastics program. This policy outlines the memberships fees at PVUGG and the associated terms and conditions.

All members of PVUGG are required to agree to our PVUGG policies and procedures for enrolment and re-enrolment by ticking the box at the bottom of the enrolment form.

### **PVUGG Fees:**

#### **\$180 per child per year | maximum \$360 per family per year**

No family will pay more than two (2) sets of fees even if more than two (2) girls attend PVUGG at the same time.

New members commencing part way through the year will have their fees adjusted accordingly.

Fees will be reviewed annually by the PVUGG committee at the end of each year.

Where financial hardship is known to exist, PVUGG committee, at their own discretion, may adjust the fees to a reasonable level. Please make contact via email to [info@pvugirlsgymnastics.org.au](mailto:info@pvugirlsgymnastics.org.au) so we can support you in finding a solution.

### **Payment of Fees:**

- 1) **Existing members re-enrolment:** Fees are due and payable at time of enrolment.
- 2) **New members enrolment:** Payment must be received by week two (2) post gymnast joining PVUGG. Week one (1) is a trial class and gymnasts will not be charged fees if the decision is made not to continue at PVUGG.

Payment must be made by EFT with your surname as the payment reference.

Please send a screenshot of your payment receipt to [info@pvugirlsgymnastics.org.au](mailto:info@pvugirlsgymnastics.org.au)

If payment cannot be made within the above time frame please email [info@pvugirlsgymnastics.org.au](mailto:info@pvugirlsgymnastics.org.au) to discuss.

Bank:	Commonwealth Bank
Account Name:	Pascoe Vale Uniting Girls Gymnastics Club
Account BSB:	063 12
Account Number:	1097 5407

### **Ceasing Enrolment:**

Once enrolled, it is assumed that the gymnast will continue in classes for the rest of the calendar year.

If a gymnast does not wish to participate in classes for the following term, parents or guardians are required to advise PVUGG via email to [info@pvugirlsgymnastics.org.au](mailto:info@pvugirlsgymnastics.org.au) so that the place can be opened for another gymnast on the waiting list.

### **Refunds:**

PVUGG does not refund enrolment fees except in special circumstances. Refunds may be considered for serious injury or illness only. Consideration for a refund must be made in writing to PVUGG by e-mail to [info@pvugirlsgymnastics.org.au](mailto:info@pvugirlsgymnastics.org.au). A decision to offer a refund will be at the discretion of PVUGG committee.

**Non-Attendance:**

PVUGG reserves the right to cancel an enrolment on behalf of the responsible parent or guardian if the gymnast has not been in attendance for an extended time period; four (4) consecutive classes OR five (5) classes within a term.

It is the responsibility of the parent or guardian to inform PVUGG via email to [info@pvugirlsgymnastics.org.au](mailto:info@pvugirlsgymnastics.org.au) if the gymnast will be absent for an extended time period (i.e., travel, illness). PVUGG will not follow up individual gymnasts.

**Confidentiality:**

All information regarding payments, invoicing and personal details are considered strictly confidential and are not disclosed to those who are not directly involved.

**Determining Fees:**

PVUGG Committee will undertake a review of annual membership fees on a yearly basis.