

Kent Skating Club

Ice Reservation and Fee Guidelines 2011–2012 Skating Season

1. Definition of Sessions:

- a. **Open General:** All Skaters permitted, provided skater is currently enrolled or has passed USFS Learn to Skate (LTS) Free Skate Level 1. Skaters below LTS Free Skate Level 4 must be in coaching lesson for 30 minutes of the session.
- b. **General:** All Skaters having *passed* Learn to Skate (LTS) Free Skate Level 4 and above permitted.
- c. **Club Free:** Available to skaters meeting KSC's minimal club requirements—see the New Member Requirement Form.
- d. **Moves:** All Skaters having *passed* Learn to Skate (LTS) Free Skate Level 4 and above permitted.
- e. **Limited Free:** Skaters having passed the USFS Pre-Preliminary Moves test are eligible to skate the Limited Free session.

2. New Members:

New members who wish to skate on a **Club Free** session must have passed the USFS Pre-Preliminary Free Skate Test or have a *New Member Requirement Form* on file. This form is included as part of the Ice Packet. Learn to Skate (LTS) skaters having *passed* Level 4 and above are permitted on **General** ice sessions. Skaters enrolled in LTS Levels 1 through 4 may skate on **Open General** sessions only, and only if having a lesson with a coach for 30 minutes of the session.

3. Schedule Adjustments:

Ice reservations are made for the entire season. (University students may request a one-time change in their contract between semesters if a change in class schedules conflict with their current skating schedule. Such requests must be submitted in writing to the Administrator no later than December 1, 2011 and must include a copy of the class schedule. Such adjustments will take effect in January 2012.)

- Additions to your schedule may be made at any time providing ice is available.
- The Board of Directors will consider other requests for schedule changes on an individual basis.
- Sessions may be dropped only if there is a waiting list for that session.
- Failure to fulfill your contract will result in loss of good standing with the Kent Skating Club and USFS.

4. Refunds and Fee Adjustments:

Requests for refunds and/or adjustments in fees must be accompanied by a physician's document affirming the reason(s) for the request. Requests shall be directed to the Administrator and acted upon by the KSC Board of Directors. There are no refunds for occasional missed sessions due to competitions, school conflicts, vacations or common illnesses of less than three weeks duration. Permissible fee adjustment requests are for serious illnesses and injuries. Such requests must be accompanied by documentation from a physician to receive consideration by the KSC Board of Directors. Once a skater has returned to the ice, future absences will be considered as new and separate instances.

5. Make Up Coupons:

Make up coupons will be issued in September. Skaters will receive one coupon for each session purchased to help cover an occasional missed session. Employing a makeup coupon is allowable only after missing a prior session. Further details about the procedure for using makeup coupons will be provided with the coupons.

6. Ice Contract Fee Payments:

Ice payments are made monthly. Payment fees are calculated by dividing the total sum of a skater's ice contract by nine. **Payments are due on the 15th of each month; first payment due with your *Ice Contract Application*, last due April 15th.**

7. Late Payments and Returned Checks:

A \$25.00 late fee will be assessed for payments received more than seven days past the due date. Any skater still in arrears 10 days after the due date will be excluded from club ice sessions until all past due payments and fines are received. Consequently, skaters excluded from club ice may not participate in other club functions during that time.

A skater's account will be assessed at the current bank rate for non-sufficient funds (NSF) plus a \$10.00 service charge for any checks returned to the club. NSF checks will be considered late payments and treated as such.

8. Payment Adjustments:

Any requests for changes in payment dates, monthly payments, decreases in contracted ice times, assessment waivers or other such matters must be made in writing to the Board of Directors of the Kent Skating Club. They may be addressed to the Administrator or an Executive club officer.