



Registration, Fee, Refund and Payment Policies

Purpose

Nepean Artistic Swim Club (NASC or the “Club”) has an ongoing commitment to its members and to all families and athletes that participate in any of the programs within our Club. As a not-for-profit corporation, our annual fees for the Club programs are based on all anticipated costs, to be borne fairly and proportionately among members and participants. As such, a commitment to participate in any of our programs also results in associated financial commitments. These commitments are explained within this document by describing our Registration, Fee and Refund policies.

Registration

To be considered FULLY registered in one of the Club’s programs, participants must complete a three(3) step process:

1. Register online by using the appropriate online forms on our website (<http://www.nepeanartisticswimming.com/programs>).
2. Pay the fees described in the online registration. Fees due to complete registration are different for each of our programs, which is further outlined in this document.
3. Complete the OAS H2O online registration and pay OAS fees in full at time of registration

Once a participant has completed these three steps, they are considered FULLY registered with the Club. **No swimmer will be allowed to start their program until all online registration is complete and fees are paid.**

Fees

Fees for all of our programs can vary from year to year due to a multitude of factors, which are, but not limited to:

- Cost of Pool Time
- Coaching Hours
- Ontario Artistic Swimming(OAS) Fees
- Number of athletes enrolled in any program to share joint expenses, such as accounting, lawyer and advertising costs.
- Number of athletes enrolled in a particular program to share expenses for that particular program, such as Head Coach and Lead Rec/Nov Coach salaries.
- Changes to provincial or national Employee rights, such as minimum wage.

In addition to this information, below you can find more details on fees for each of our programs

Competitive(including AWD) and Novice

These programs have three(3) different fees: Commitment, Registration and Competition.

Commitment Fee

These programs require a \$250 mandatory non-refundable Commitment Fee at the time of registration. An athlete will NOT be considered registered with Club until this fee is received. In addition, the athlete will not be eligible to attend the Club's mandatory training camp for their stream until payment is received.

Registration Fees

Once training camp and team selection is complete, the Board finalizes fees for these programs.

These fees include(but not limited too), for both team and extra routines:

- Club overhead costs
- Program overhead costs
- Pool costs
- Coaching costs
- Clothing costs

Invoices are usually sent out mid-late September and can be paid in two equal installments.

This first 50% is usually due around October 1st, second 50% around December 1st.

The \$250 Commitment Fee is considered part of the Registration Fee and is deducted from the amount owing for registration. For example, if the Registration Fee was \$2000, the amount owing would be \$1750.

Competition Fees

These fees, for the most part, cover the cost of competitions, but also a few other items and include, but not limited too:

- Meet Registration Fees
- Travel cost for away meets
 - Hotel costs for athletes, coaches, travel coordinators and team parents
 - Transportation costs such as bus rental

- Coaching fees at meet
- Team/Extra Routine and/or spacing suits
- Year End banquet tickets.
- Routine Suits

These fees are also collected over two(2) installments, 50% around February 1st and 50% around April 1st. The fees published for these at the beginning of the season are estimates, based on previous experience, type of travel, program and program age group. Should the estimate be too low at the end of the season, an additional invoice will be issued. Should the estimate be too high, a refund can be requested or the credit can be applied to next season. Detailed invoices will be provided as soon as possible once final meet costs are calculated.

Recreational(including AWD), Summer and Masters(including Comp and Rec)

NASC has an ongoing commitment to its members in its recreational programs. As a not-for-profit corporation, our annual fees for recreational swimmers are based on all anticipated costs, to be borne fairly and proportionately among members. As such, a commitment to swim also results in associated financial commitments. Specifically, the refund policy is as follows:

All recreational swimmers must register on-line and agree to all NASC waivers and permission forms prior to participating, as well as complete the OAS H2O online registration.

Payment is due at time of registration. No swimmer will be allowed to start a class until all waivers are signed and payment has been accepted. Exceptions may be made if discussed ahead of time with the club treasurer.

The fees for the 12-week program are non-refundable. The fees cover coaching and pool costs, and mandatory registration fees and insurance with Ontario Artistic Swimming.

The full season programs are between 1.5-4hrs per week. The fees for these programs include the routine suit and all gelling, hair and make-up supplies for the season end Watershow, coach and pool costs, mandatory registration fees and insurance with OAS. Full refund minus \$100 administration costs will be given within the first 3 classes. 50% refund minus \$100 administration costs will be given between the 3rd and 6th class. No refunds will be given after the 6th class.

Refunds will be given on a pro-rated basis for medical reasons, with proper documentation and on a case-by-case basis.

There are no refunds for canceled practices due to weather or pool cancellation. All efforts will be made if a class is canceled to make up the class. This will depend on pool availability and is not guaranteed. Classes missed by individual swimmers will not be able to be made-up as teams are all very unique in what is being practiced, depending on the levels and swimmers.

Late registrations will not be prorated.

Refunds

Competitive(including AWD) and Novice

There are no refunds for missed or canceled practices.

As previously mentioned, the Commitment Fee is non-refundable.

If an athlete chooses to withdraw up to and including August 31st, there are no further fees required, other than forfeiture of the aforementioned Commitment Fee. In addition, any financial commitments the Club has made on behalf of the athlete (including but not limited to travel, meet fees, routine suit, clothing) will be due immediately.

If an athlete chooses to withdraw due to an extraordinary circumstance (i.e., injury or serious illness) up to December 31st, an appeal can be made to the Board of Directors. Any refund will be determined at the discretion of the Board of Directors. There is no guarantee a refund will be granted. After December 31st, no fees will be refunded. In addition, any financial commitment the club has made on behalf of the athlete(including but not limited to travel, meet fees, routine suit, clothing will be immediately due.

In the case of any athlete being asked to leave the Club by decision of the Head Coach and Board of Directors, fees will be prorated up until December 31st. No refunds will be issued for decisions made after December 31st. In addition, any financial commitments the club has made on behalf of the athlete including, but not limited to, meet fees, travel costs and routine suit will be immediately due.

Recreational(including AWD), Summer and Masters(including Comp and Rec)

There are no refunds for missed or canceled practices. If a practice is canceled, all efforts will be made to make it up pending pool and coach availability.

Should the participant completely withdraw from the program for whatever reason, refunds will be given on a prorated basis for medical reasons, with proper documentation.

Late registrations will not be prorated.

Payment

Interac E-Transfer

Online Interac E-transfer is the PREFERRED method of payment for the Club.

Please send the e-transfer to treasurer@nepeansynchro.com.

A password is no longer required from most banks.

Please include your athlete's name in the comments section of the e-transfer.

For more information on Interac e-transfer see

<http://www.interac.ca/en/interac-e-transfer-consumer.html>

Cheque

The Club can also accept cheques.

Please write the following on the cheque:

- Payable to Nepean Artistic Swim Club
- Athlete's name
- Season you are registering for (example: 2022-2023)
- Name of program you enrolled in (example: Comp/Novice/Rec/Masters/AWD)

Cheques may be mailed to the Club Treasurer at:

100 Cheyenne Way
Ottawa, ON
K2J 0E8