

# ***Champions Training Centre***

## **2018 Policy and Procedure for On-line Registration**

6 – 425 Hespeler Road, Suite # 322

Cambridge, N1R 8J6

Telephone: (519) 624-4532

Email: [info@skatectc.com](mailto:info@skatectc.com) Web-Site: [www.skatectc.com](http://www.skatectc.com)



### **General Information:**

1. All prices include the following:
  - a. Skaters Ice Time;
  - b. Skaters Group Instruction.
  - c. Skate Canada Membership/Insurance (if applicable)
2. Visa or Mastercard are acceptable.
3. There is a \$25.00 sur-charge for all NSF cheques.
4. No Administration Fee will be added to the base amount.
5. Once the application form is received at the Champions Training Centre, an email will be sent out verifying application form is received.

### **Refund Policy:**

CTC does not give refunds except in the case of approved medical withdraw. No refunds for retired skaters. Withdrawal from the program does not remove the obligation to honour post-dated cheques or credit card payments. Program changes are to be requested in writing. There is a \$15.00 processing fee for changes once invoice has been processed. Credits or refunds for medical reasons will be issued upon receipt of a Medical Doctor's note, on a pro-rated basis.

### **Delivery Standard:**

The Champions Training Centre is a sanction skating school associated with Skate Canada. We will be delivering the Skate Canada Programs to all of our sessions. Skaters will be either assessed or evaluated thru-out the seasons and be able to continue to progress at their individual pace.

### **Payment Procedure for on-line registrations:**

#### **SPRING SCHOOL 2018**

Payment in full is required when registering for the spring program.

Please check individual form to see due date.

Once you have received a verification email stating that your application form is received, you become responsible for payments.

#### **SUMMER SCHOOL 2018**

Payment in full is required when registering for the summer program.

Please check individual form to see due date.

Once you have received a verification email stating that your application form is received, you then become responsible for payments.

#### **FALL SCHOOL 2018**

Please check individual form to see due date.

Payment in full is required when registering for the fall program.

Once you have received a verification email stating that your application form is received, and then you become responsible for payments.

**Payment Procedure for Mail In registrations:**

If you would prefer to mail in your application form, please follow this procedure:

1. Fill out the {online} application form. Print it off, sign the form & enclose a cheque or credit card information with it.
2. Please make cheques payable to the Champions Training Centre
3. Mail the application form and payment to:  
6 – 425 Hespeler Road, Suite # 322, Cambridge, ON, N1R 8J6

**Waivers:**

I hereby release the Champions Training Centre of Cambridge {KLFSS Inc}, the Arena Management and Employees, Professional and Assistant Coaches from any responsibility, for any accident or injury to any individual, or the loss or damage to any personal property however caused on or off the premises. I agree my child / ward will abide by the rules and regulations of the Champions Training Centre of Cambridge {KLFSS Inc} as set by the directors. Any disregard for these rules will result in the removal of the Skater from our skating program without refund of any fees paid.

Publication Waiver: As of April 16, 2018 to October 11, 2018: As a teaching Centre for youth figure skating, there are occasions to video tape and/or photograph children involved in activities on & off the ice. These tapes and photographs are used for various reasons. We use them as educational tools, advertising, publicity information &/or promoting specific activities. These items are the property of the Preston FSC &/or Champions Training Centre (KLFSS Inc.). As well, children may be observed or invited to participate in an activity such as the Preston Annual Ice Show where photographs, slide presentations and/or videotape can be purchased to the public. On occasion coaching staff, Preston FSC Board of Directors &/or Champions Training Centre (KLFSS Inc.) and/or parents take photographs and/or videotapes of children involved in various activities. These tapes & photographs are often shared in the Centre and may become part of an individual's collection of memories.

**\*\*\*WHEN YOU TYPE IN YOUR INITIALS ON THE APPLICATION FORM, YOU ARE AGREEING TO ALL OF THE ABOVE INFORMATION.\*\*\***

**Private Lessons:**

Private lessons take place during the child's on ice session. A special introductory offer! If this is your first time to receive private lessons, the price is \$8.50 plus tax per 10 minute lesson on a weekly basis for the season. If interested, please check the box on the application form. Your child will receive a lesson each week.