

# GENESIS CHRISTIAN COLLEGE LTD TRADING AS GENESIS SPORT & AQUATICS FEE AGREEMENT

*PLEASE NOTE: Prices are reviewed and set in September for the commencement of Term 4 each year and are subject to change.*

**By enrolling your child for any class, squad or club, you agree to abide by the terms and conditions of Genesis Christian College Ltd trading as Genesis Sports & Aquatics (GSA), including those outlined in this Fee Agreement.**

## Payment Methods

- **Fortnightly Direct Debit** – available for all Learn to Swim & Tennis classes. The account will be issued per term as booked and payments will be taken fortnightly beginning on the first Monday of term regardless of day the lessons are booked. If a payment is missed or dishonoured, you will receive notification of failure. This payment is required to be paid before the next scheduled fortnight either by EFT or at the centre. By default, if this catch up payment is not made future debits will be suspended.
- **Fortnightly Direct Debit** – available for all squads. The first payment of squads will come out when enrolment commences and every fortnight there after until the end of the period.
- **Term Upfront** – available for all Learn to Swim, Tennis, Gym & Squads. This method of payment is required in full by the end of week 2 of each Term. Options include, EFTPOS, Credit Card (Visa or MasterCard), Cash or EFT (Electronic Fund Transfer. Bank details will be included on invoices received, it is the responsibility of payee to reference invoice number and child's surname correctly. GSA cannot guarantee money is considered received without appropriate referencing.

## Family Discounts

- Family discounts can apply for the third and subsequent children. The first and second child of a family pay full fees. The third child of the family is eligible for a 25% discount, the fourth child of the family is eligible for a 50% discount and the fifth child of the family is eligible for a 75% discount.

## Make up Policy

- As a courtesy to our clientele, we offer two make up lessons per term for missed lessons at no extra cost. Make-up classes can only be booked in the week that they are being used/booked/taken. To be eligible for make-up lessons participants must notify GSA offices via email or phone message prior to 7:30am for morning classes and 2:00pm for afternoon classes.
- Make up lessons can only be taken during the term of absence and cannot be carried through to next term or holiday program;
- Make up lessons must be taken in a class of the same assessed level of the participant;
- Please note that make up classes cannot be guaranteed and options may be restricted during busy periods;
- No make-up classes are given for non-attendance during the last week of term;
- It is the parents' responsibility to phone or email to arrange a make-up lesson.

### **Credit/Refund Policy**

- Credits/Refunds will only be given in extreme circumstances i.e. a major incident/illness, hospitalization or broken limbs requiring an absence from the program for a minimum period of three consecutive weeks. In this instance a medical certificate must be received.
- Credits/Refunds will not be granted for any other reason including absences due to holidays, general illness, or for absences for less than three weeks.
- Credits are valid for a period of 6 months from date of issue.
- We require all credit requests to be in writing to [gsa@genesis.qld.edu.au](mailto:gsa@genesis.qld.edu.au). Any request for credit must be completed within the term the missed/cancelled lessons took place otherwise the request will not be considered.
- In the event of missed or cancelled lessons refunds will not be granted.

### **Notice of Withdrawal**

- Two weeks' notice in writing to Centre Management ([gsa@genesis.qld.edu.au](mailto:gsa@genesis.qld.edu.au)) is required for any child being withdrawn from GSA. Please note GSA cannot accept a verbal notice as an official notice of withdrawal. All outstanding fees, accounts and levies are to be paid in full prior to the last day of attendance.

### **Terms & Conditions**

1. Any enrolment made with GSA is considered acceptance of your responsibility for the full payment of all fees applicable. If payment of fees is not made within the agreed timeframes, GSA has the right to terminate any future enrolments.
2. Should payment of fees become difficult, you agree to discuss the matter promptly with Centre Management and adhere to any individual arrangements as set. These arrangements are to remain confidential or will jeopardise any agreement that has been made.
3. Fees which have not been settled may at the discretion of management be handled over to a debt collection agency, will be liable for all associated fees and charges.
4. Re-enrolment will not be processed until any outstanding fees are cleared.
5. GSA has the right to terminate service to clients who do not exhibit Genesis Christian College's values, code of conduct or behaviours. GSA will not be obliged to refund any pro rata proportion of the fees paid in advance in these circumstances.
6. You indemnify GSA and Genesis Christian College Ltd more generally against any loss or damage caused by any failure by us or the student to comply with GSA rules and policies. You also indemnify GSA and Genesis Christian College Ltd against any loss or damage caused by the willful disobedience or reckless behaviour of your child/ren.