

# SWIM SCHOOL ENROLMENT FORM

MSAC Club Card Number: \_\_\_\_\_

Same Class    Change of Level    Different Class    Sibling/Member    New Enrolment

## Swimmers Personal Details

Swimmer 1: \_\_\_\_\_ D.O.B:   /   /

Swimmer 2: \_\_\_\_\_ D.O.B:   /   /

Swimmer 3: \_\_\_\_\_ D.O.B:   /   /

Address: \_\_\_\_\_ Suburb: \_\_\_\_\_

Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

## Contact Details

Parent Name (1): \_\_\_\_\_ Parent Name (2): \_\_\_\_\_

Phone (Home): \_\_\_\_\_ Phone (Home): \_\_\_\_\_

Phone (Mobile): \_\_\_\_\_ Phone (Mobile): \_\_\_\_\_

## Swimmers Medical History

Does the swimmer have any medical condition that may effect their participation?:    Yes    No

Please specify: \_\_\_\_\_

## Terms and Conditions of Enrolment

### 1) Payment of Fees

All fees must be paid in full at the time of booking

### 2) Missed Classes

In order to maintain the highest quality of instruction for all participants, the MSAC Swim School does not offer make-up classes for missed sessions. Where sessions are missed due to prolonged illness of two (2) weeks or more, the Swim School will issue a credit, with the presentation of a medical certificate.

### 3) Refund Policy

No refunds are given, except in extenuating circumstances

In the event of cancelling a child's place in the swim school program due to extended absence through injury or ill- health, the amount of credit (i.e. lessons remaining in term) at the time of notification may be transferred to other swimming lessons or a credit held (credit valid for 6mths).

If circumstances necessitate a refund, the balance due will be calculated from the time of notification and will include a cancellation fee equal to one lesson.

*The following evidence/documentation must be provided in order to receive a refund:*

Illness or injury: Medical certificate with dates must be provided

Moving Overseas/Interstate: Statutory Declaration

The equivalent cost of one Swimming lesson will be charged as an administration fee.

This fee will apply for all refund applications. There is no administration fee for credits.

Please note: this statement does not waive the participant's statutory consumer rights as determined by the Offices of Fair Trading and Small Business

### 4) General

• Refund and Credits are only considered for students who have incurred medical illnesses. A medical certificate is required.

• Refund and Credits cannot be granted for any other reason. This includes absences due to going away on holidays, exams, or clashes with other activities.

• Refunds and Credits are calculated from the specific dates stated on the medical certificate.

• Applications for credits or refunds need to be made within one month from the date of missed lessons, and before the start of the next term.

• Swim school reserves the right to cancel or change classes and instructors or move students if the need arises. Although we strive to maintain a consistency with instructors this is not always possible.

### 5) Sickness

Please respect our precautionary health rules and refrain from lessons if your child (or you if in our Tiny Torps Program) are suffering from the following:

- Any contagious disease eg Conjunctivitis, Rubella

- Flu, fever, headcold, runny infected noses, sore throats, cold sores

- Vomiting, symptoms of gastroenteritis, diarrhoea

- Ringworm, head lice and urinary tract infection

I Understand the Terms and Conditions as set out above   Signed: \_\_\_\_\_ Date:   /   /

**How did you hear about us?**    Regular Visitor (area): \_\_\_\_\_    Referred by Friend    Flyers/Brochures  
 External Publication (please specify): \_\_\_\_\_    MSAC Website  
 MSAC Newsletter    Yellow Pages Online / Print (please circle)    Other: \_\_\_\_\_

### MSAC STAFF USE ONLY

Payment Made: <input type="checkbox"/>	Receipt Attached: <input type="checkbox"/>	Club Card Issued: <input type="checkbox"/>	Club Card Updated in POS: <input type="checkbox"/>
Date: _____	Staff Sign: _____	Notes: _____	



### Privacy Statement

MSAC requires the information requested to provide you with MSAC services. If the requested information is not provided you may not be able to receive MSAC services. Your personal information will only be used in accordance with MSAC's general business objectives and to provide you with MSAC services, which may include access to data by service providers for support purposes. You will be able to access your personal information MSAC services, which may include access to data by service providers for support purposes. (Information Privacy Act 2000)

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