

How to register:

**STEP
1**

NEW STUDENT REGISTRATION begins:

**Monday, Feb. 1
10 am - 2 pm**

*Applications faxed in have lower priority than those received in person or phoned in, and will be time/dated as **Feb. 1, 12 p.m. if received before noon** on registration day. Applications received **after noon** will be time/dated at time received.*

Fax to: 650.493.3294

PLEASE NOTE: Individual class times are scheduled after applications are received, so at the time you turn in your application, we will ask you what days you are available for a lesson and the earliest time you can arrive on those days. (Generally, the young beginning levels are the earliest classes). We will set the classes after our continuing students re-enroll, then place new students into the remaining openings. New student applications will be viewed in order of time received. We will start with your first choice day and keep looking through the days you list to try to place you in a class. The more days you list on your application and the earlier you can arrive, the better chance we have of placing you. You will call back the following week for 'Class Assignment' to see if we were able to place your student and to receive your class assignment. Due to our large Winter class enrollment, we may not be able to place all new Spring students.

**STEP
2**

For CLASS ASSIGNMENT, please call Winter Lodge:

**Tuesday, Feb. 9
10 am – 2 pm**

(Children's Beginner thru Delta levels only)
650.493.4566 (press '0')

PAYMENT: Payment is due at first class. Payments made after first class will be charged a \$10 late fee per week. Students not paid by the first day may be dropped if there is a waiting list. Classes are not pro-rated.

PRACTICE PASSES: Lesson skaters have 2 free practice sessions to use during the 8-week series. Practice passes may be used only by the lesson skater and will be marked on roll sheet when used. **NO PAPERWORK REQUIRED.**

MAKEUP POLICY: Makeups should be taken within two weeks of missed lesson. To avoid overcrowding classes, makeups are available on a "space available" basis. A makeup may be taken on any other day that offers the same class level and age group (see bulletin board for available times). If skater cannot come any other day, the missed lesson may be used as an admission pass to a skating session. **NO MAKEUPS** during first or last week of lessons. Freestyle classes do not offer alternate lesson days, so up to 2 missed lessons may be used as admission passes.

REFUND POLICY: A refund (less the cost of the first class) may be obtained if lessons are cancelled within 24 hours after first class.

FAX ONLY

**Winter Lodge
APPLICATION FOR ENROLLMENT 2010 -SPRING**

Office use only: _____ / _____ /10 _____ : _____ am / pm

<u>NAME OF SKATER</u>	<u>AGE</u>	<u>SKILL LEVEL</u>	<u>LESSON DAY PREFERENCE</u> (For example: 1st choice <u>Th</u> , 2nd <u>Mon</u> , etc....)
1. _____	_____	_____	1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____
2. _____	_____	_____	1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____
3. _____	_____	_____	1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____

ADDRESS _____ CITY _____ ZIP _____

HOME PHONE (_____) _____ ALT PHONE (_____) _____

Earliest time you can arrive after school _____ First & last name of parent(s) to contact _____

Add'l info: _____

Email: _____