



Alderin Sport Horses Enrollment Agreement

Welcome! We are a full-service, inclusive facility that offers exceptional training in a fun and friendly environment for multiple disciplines – jumpers, equitation and hunters. Whether you are riding for the first time, looking to ride for fun and exercise, or wanting to train and show at the highest levels, we can provide you with the necessary tools and skills to achieve your goals!

Scheduling: We schedule no more than 6 students per instructor for group lessons and 1 student per private lesson-ensuring that each student receives abundant attention in every lesson. You may select any available class time provided there is a space available. **Once chosen, this time will remain the student's regular class(es) time each week. The regular class time cannot be changed without the approval of the instructor.** If a space is unavailable for a desired time, the student will be put on the waiting list for the first available space for the desired time. Students on the waiting list are offered a space on a first come, first serve basis. The student's space in the class is not considered reserved until the monthly tuition is paid.

Initials _____

Courtesy Classes: In the event that the student must miss his/her regular class time, they may receive a courtesy class. These courtesy class policies are designed to accommodate students as well as not overbook the classes and are strictly enforced.

1. A courtesy class is awarded **only** if 24-hour notice has been given. **Courtesy classes will not be awarded to a student if 24-hour notice is not given.**
2. Courtesy classes may only be awarded **within the month** in which the student is currently enrolled and the tuition has been paid. Tuition must be paid before any courtesy classes can be scheduled.
3. Courtesy classes are scheduled in addition to, **not in place of**, a student's regular scheduled class(es).
4. Courtesy classes **cannot** be credited toward tuition, nor substituted for regular classes.
5. Once scheduled, a courtesy class **cannot** be rescheduled.
6. If a courtesy class cannot be scheduled before the end of the enrolled month, a free lesson is given in a month with 5 weeks, i.e., if August has 5 Sundays, the fifth Sunday is a free lesson that is not charged for. **This fifth lesson is not eligible for a courtesy class and cannot be rescheduled or transferred to another month.**

Initials _____

Promptness: Please be on time for class. Students are **encouraged to arrive 15 minutes early** to prepare. Tardiness will be subtracted from lesson time and cannot be made up nor the lesson extended.

Initials _____

Tuition: The student's **monthly tuition is due on the first lesson taken of the month** and covers the classes for that calendar month. Any student whose tuition has not been paid by the first lesson of the calendar month may have their space offered to another student on the waiting list. Full payment must be received for a space to be reserved for the calendar month. The following payment types can be accepted for tuition: credit/debit cards (AMEX cards are subject to a \$10 fee), cash and check. **If there is a credit/debit card on file for the student, this card will be charged at the beginning of the month for the classes of that calendar month.**

Initials _____

Supplies: Students are required to wear long pants to class. Helmets, boots and half-chaps can be loaned out for the first month a student is enrolled. Students are encouraged to purchase these items for any future classes that are taken beyond the first month.

Initials _____