



VICTORY AQUATICS

Leave of Absence & Withdrawal Policy

Leave of Absence Policy

Leave of Absence is defined as suspending an account for a period of time. This policy addresses what happens with the training fees, obligations, and practice group position on the team.

Notification in writing on the Leave of Absence (Suspension) form must be given to the Team Admin of your intent to take a leave of absence.

Account suspensions will NOT be given for cold weather or vacations or 'time off'.

Due to constraints of pool space, school late start, and contractual obligations with the country club, we have limitations on the number of swimmers we can effectively train and have established group limits and wait-lists.

Swimmers may only be suspended for (1) injury or extended illness verified by a note from the doctor or (2) swimmers participating on a high school swim team. Their spot on the team will be held.

Suspensions requested for any other reason will lose their spot in the group and, if the group is full, the swimmer will be put on a wait list upon return. You may reserve your spot in the group by paying one half the training fees. Return for other than medical reason or high school swim will incur a \$35 registration fee.

Upon suspension, for reasons other than medical or high school, your account will be billed for unfulfilled FUND RAISING and SERVICE HR obligations and swim meets entered (Exception: swimmer participating on a high school swim team). No refunds are given for any training fees already billed or swim meet entries already submitted.

Suspension also voids all grandfathered special billing arrangements granted by the prior management. Upon return the swimmer will be billed the full group training fees.

You must notify the Team Admin upon your return. After the three (3) months period if the swimmer does not return your account will be cancelled and the cancellation policies will be in effect. Only one leave of absence will be granted during any 12 month period.

For those swimmers under a doctor's care: At no time will a swimmer be allowed in the water against the doctor's advice.

Withdrawal Policy

Withdrawal is defined as leaving the team and cancelling the account. This policy addresses what happens with the training fees, obligations, and practice group position on the team.

Accounts must notify admin immediately of their intent to withdraw from the team. Admin will calculate the outstanding service hour obligations and fundraising obligations and bill the account.

The account is responsible for all outstanding training fees (training fees are automatically invoiced on the 1st of the month. Once invoiced, the training fees are owed. There is no refunds and no prorating.

If an account chooses to cancel their account they will be handled as a NEW swimmer, pay the registration fee and try-out for the practice group. Their place in the practice group will not be guaranteed upon return. They may be placed on a waiting list.