

Aquatic Programs General Policies and Procedures

Registration and Fee Payment

Registration and payment of fees for aquatic programs occur at the Pro Shop in the main concourse of the Rec. Registration can also be done online at www.muohio.edu/recsportswebreg

Registration Deadlines and Class Cancellation

Participants may register for classes until the first day, space permitting. The course may be cancelled if no students are registered seven days prior to class start date.

For group swim and dive lessons, if fewer than four people are registered, the course may be cancelled. Participants will be called the day prior to the first day of class and will be presented with the following options:

1. Transfer to another class (patron will not be charged the transfer fee if we solicit the transfer.)
2. Offer a refund.

Private Lesson Cancellation

Any person who wishes to cancel a private or semi-private lesson must contact the aquatic center office at (513) 529 – 1844 at least seven days in advance or he/she will be charged for the lesson.

Refunds

No program refunds are issued except for documented medical reasons or administrative cancellations. Refunds, credits, or make-up classes will not be given for cancellations that are out of our control (i.e. Level 3 snow emergencies.)

Failure to attend class will result in a forfeiture of the registration fee. Instructors are not permitted to make up missed material with participants. Missing class for courses that count toward certification (i.e. CPR/AED, Lifeguarding and Water Safety Instructor certification) will result in an automatic failure of the course with no refund or credit given.

Transfers

Transfers from one aquatic program to another, or from one class to another, are only considered for extraordinary circumstances. Requests must be made to the program director at (513) 529 – 1844 at least seven days prior to the start of the class. A \$10 transfer fee will be charged to the participant for all transfers except for those that we solicit.