



REGISTRATION INFORMATION

We work hard to make registrations as easy, efficient & accurate as possible! Take a moment to read this information to help ensure a smooth enrollment!

Payment in full is required for all classes at the time of registration. To register for a class, membership must be valid through the end of the program session. The Y will not call to confirm classes—only those who do not get into the first choice will be called. Dates and times of registration have been set up in order to facilitate the volume of registration requests we receive. Registrations will be accepted after the dates mentioned below on a first-come, first-served basis.

Please note: We are unable to accept faxed registration forms.

Full Privilege Members (Family/Adult/Senior)

- Registrations will be accepted any time after the brochure is posted online and will be processed exclusively until 12/16/2011. Registrations may be mailed in or dropped off at the Welcome Center.
- Participants may only register for one swim class per session

Preschool/Youth Members

- Registrations may be dropped off or mailed in beginning 12/16/2011.
- Registrations WILL NOT BE ACCEPTED before these dates & must be dropped off at the Welcome Center or mailed in.
- Participants may only register for one swim class per session

Non-Member/Open Registration

- Non Members may only register for classes with a “Non-Member” rate option. Registrations may be dropped off or mailed in beginning 12/28/2011.
- Participants may only register for one swim class per session

Program Cancellation/Refund Policy

- The YMCA reserves the right to cancel any class that does not meet the minimum enrollment. Registrants will receive a minimum of 48-hours notice of class cancellation via phone or email.
- If the YMCA cancels a class, registrants will receive a program credit or refund.
- Registrants must provide a minimum of 48 hours notice of cancellation prior to the first class to be eligible for a refund or credit. Refunds require a minimum of \$25; Amounts less than \$25 may be used as a program credit.
- Director approved credits or refunds will first be applied to any outstanding account balances and the remainder will be made available to the registrant

Late Registrations

- Those registering late for the start of a program will not be given a pro-rated price.
- Registering after the first week of the session requires director approval.

Class Make-up Policy

- If the YMCA cancels a class due to inclement weather, instructor illness, or some other unforeseen reason, the Y will do its best to offer a make-up class. If no make-up can be scheduled, a credit will be issued.
- For reasons of safety and program quality, the YMCA does not allow make-ups if a participant misses a class. Individual make-ups may be scheduled (if possible) with a doctor’s note and the approval of the department director.

Date Received _____ Staff Name _____ Membership Valid Through _____ Registration # _____

Mail or Drop off this form to the Boroughs Family Branch YMCA. Please, No Faxes.



Registration Form: Family/Adult/Senior Members

Complete a request for each class separately below. Please indicate your 1st, 2nd & 3rd choices. If your 1st choice is not available, a YMCA staff member will contact you to discuss your registration options. If you do not receive a call, you have been successfully registered for your first choice class

PLEASE NOTE: If a participant cancels with less than 48 hours advanced notice, NO CREDIT OR REFUND will be issued.

Primary Member Name: _____

Phone Number: _____ Email: _____

Address (Please include City/State/Zip): _____

Please Check Membership Type: Family Adult Senior

Participant's Name: _____ Date of Birth _____

CLASS NAME/SWIM LEVEL: _____

WINTER 2012

1st Choice DAY & TIME _____ Fee: \$ _____

2nd Choice DAY & TIME _____ Fee: \$ _____

3rd Choice DAY & TIME _____ Fee: \$ _____

Participant's Name: _____ Date of Birth _____

CLASS NAME/SWIM LEVEL: _____

WINTER 2012

1st Choice DAY & TIME _____ Fee: \$ _____

2nd Choice DAY & TIME _____ Fee: \$ _____

3rd Choice DAY & TIME _____ Fee: \$ _____

TOTAL DUE: _____

Payment enclosed (check one): °Check # _____ (Please make checks payable to: Boroughs YMCA)

°Visa °MasterCard °Discover °AMEX

Account # _____ Exp. Date: _____ Signature _____

Date Received _____ Staff Name _____ Membership Valid Through _____ Registration # _____

Mail or Drop off this form to the Boroughs Family Branch YMCA. Please, No Faxes.



Registration Form: Preschool/Youth/Teen/Non-Members

Complete a request for each class separately below. Please indicate your 1st, 2nd & 3rd choices. If your 1st choice is not available, a YMCA staff member will contact you to discuss your registration options. If you do not receive a call, you have been successfully registered for your first choice class

PLEASE NOTE: If a participant cancels with less than 48 hours advanced notice, NO CREDIT OR REFUND will be issued.

Primary Member Name: _____

Phone Number: _____ Email: _____

Address (Please include City/State/Zip): _____

Please Check Membership Type: Preschool Youth Non-Members

Participant's Name: _____ Date of Birth _____

CLASS NAME/SWIM LEVEL: _____

WINTER 2012

1st Choice DAY & TIME _____ Fee: \$ _____

2nd Choice DAY & TIME _____ Fee: \$ _____

3rd Choice DAY & TIME _____ Fee: \$ _____

Participant's Name: _____ Date of Birth _____

CLASS NAME/SWIM LEVEL: _____

WINTER 2012

1st Choice DAY & TIME _____ Fee: \$ _____

2nd Choice DAY & TIME _____ Fee: \$ _____

3rd Choice DAY & TIME _____ Fee: \$ _____

Payment enclosed (check one): Check # _____ (Please make checks payable to: Boroughs YMCA)

TOTAL DUE: _____ Visa MasterCard Discover AMEX

Account # _____ Exp. Date: _____ Signature _____