



NCSA Member Payment Management Policy

For questions related to this document or any NCSA policy please email:
office@ncsaswim.ca

The Nose Creek Swim Association (NCSA) has listed these procedures to set clear expectations for member families around the payment of fees and dues for swimming, training camps and meets, as well as the eligibility for fee discounts. This document also explains the withdrawal procedures as they relate to fees paid to the club.

GENERAL

The annual NCSA swim fee is comprised of four (4) parts:

1. Team Gear Fee
2. Registration Fee
3. Membership Dues
4. Swim Canada Registration Fee

A1. REGISTRATION FEE

The registration fee is charged to each NCSA swimmer at the time of registration and includes the cost of custom team gear. For this reason, this fee is non-refundable.

A2. MEMBERSHIP FEE

The membership fee is charged to each NCSA swimmer at the beginning of the swimmer's season and includes web charges and administration fees.

A3. MEMBERSHIP DUES

The membership dues are charged to each NCSA swimmer in accordance with the swimmer's group placement.

Items not covered by the Membership Dues include but are not limited to:

Individual swimmer equipment (i.e. goggles, fins, etc.)
Individual swimmer meet entry fees
The cost of travel meets
The cost of training camps
The cost of special training sessions that may be offered from time to time

A4. SWIM CANADA REGISTRATION FEE charged at the beginning of the swimmer's season and includes all set charges from both Swim Alberta and Swimming Canada. This fee is charged in full regardless of when the swimmer joins the program unless they are transferring from another club and have already paid this fee earlier in the season with another program.

B. PAYMENT OF MEMBERSHIP DUES

Payment is accepted at www.NCSASWIM.ca

There are two options for payment.

The swimming Canada registration fee is c

One lump sum payment via etransfer to ncsa.payments@ncsaswim.ca

Credit cards are also accepted for one lump sum, however there is a charge to the club for this service that we would like to avoid if possible.

OR

Ten (10) monthly installments.

As per the ***NCSA Member Payment Management Policy NCSA-012-06.17.2020***, each family is required to provide the club with a valid credit card which will be automatically billed through our website at exactly **12:00 AM** of the 1st of each month.

NCSA complies with all Swimming Canada and Swim Alberta privacy requirements.

The membership fee may be paid in ten (10) instalments as per the membership fee dues schedule published on NCSA's website.

Both membership fees and any account charges (i.e. equipment, meet entries, travel meet fees) will be due on the 1st of the following month

There will be a \$35 charge for declined credit card transactions.

Should the member's fees be in arrears past 15 days, the member will no longer be

considered a member in good standing. Corrective action may include the removal of the swimmer(s) from the water ***Member Payment Management Policy – NCSA-012-06.17.2020***

C. VIEWING YOUR ACCOUNT

Members may sign in to the NCSA website at any time and view their account. Any discrepancies noted should be sent to ncsa.books@ncsaswim.ca

The website does allow for easy modification to the billing information and, where required, the processing of refunds directly to the credit card on file.

D. MULTI- SWIMMER MEMBERSHIP DUES DISCOUNT

A multi-swimmer membership dues discount is offered to each family with more than one swimmer in NCSA.

A discount of 5% is offered on the second swimmer's membership dues and a 10% discount on the third swimmer and any subsequent swimmer. The discount(s) are applied to the lowest roster groups first, with the highest roster swimmer paying full price.

E. PRORATED FEES FOR MIDSEASON REGISTRATION

At all times, the Swimming Canada fee is paid in full. Membership dues are prorated to the 1st of the full month of swimming.

F. FEE ADJUSTMENT FOR SWIMMERS MOVING UP

On the recommendation of the Head Coach or respective program supervisor and with family consent a swimmer may move up to another group during the course of the competitive season. In that case, the Membership due will be adjusted according to the NCSA dues schedule.

REFUNDS

There is no refund of the Registration Fee, Membership Fee, or Swim Canada Fee.

Written withdrawal notice is required by emailing

office@ncsaswim.ca

The effective date of withdrawal will be the last day of the following month from which the notice is given - refer to NCSA Withdrawal and Refund Policy-014.11.19.2020

The final day for a notice of withdrawal for NCSA swimmers is December 31st of the

applicable swim season.

No refunds will be granted for withdrawal past December 31st. In the event an NCSA swimmer withdrawals after December 31st, any and all outstanding swim fees for the entire season will be due and payable.

An administrative fee of \$50 will be applied to all eligible withdrawal.

NCSA FEES – per swimmer & non refundable

FEE	INCLUDES	AMOUNT	DUE
Team Gear	Team Gear	\$150	Registration
Registration	Admin & Web fees	\$130	Registration
Swim Canada	Insurance/database	\$199.50	09/01/2023

NCSA Membership Dues

SQUAD	ANNUAL	MONTHLY INSTALLMENTS
Performance	\$3610	\$361
T7	\$3200	\$320
T5	\$2720	\$272
L4	\$2470	\$247
Development	\$2200	\$220