



NORTHERN LIGHTS

School of Skating

REGISTRATION & PAYMENT POLICY

Registrations are completed online: nlskating.com

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1. PROGRAM COMMUNICATION

Once registration fees have been processed, you will receive a link to join the **TeamReach app** for your specific program. Please ensure you join this group, as it will serve as the **primary method of communication** for important updates, schedule changes, and announcements throughout the season.

Occasional reminders and notices will also be posted on the **Northern Lights School of Skating Facebook group** as needed.


2. FUNDING & PAYMENT INFORMATION

Northern Lights School of Skating accepts E-Transfers (EMTs) only for program fees.

Please send your payment to:

 coach.ashleycumming@gmail.com

 **Set password to: *skatingisfun***

 **Important: Be sure to include your child's name and program name in the message box when sending the transfer to ensure proper tracking of your payment.**

a) KidSport / JumpStart Funding

If you are applying for financial assistance through KidSport or JumpStart, please contact the Northwestern Health Unit to complete the application process.

Please note: The approval process may take several weeks. Your registration will only be processed once your funding has been approved. Families are responsible for any remaining balance.

 For questions, contact Elaine or Jacqueline:

Phone: (807) 274-9827

Email: fortfrances@kidsportcanada.ca

b) Reserve / Band Funding

If you plan to access Reserve or Band funding, you are required to:

1. Pay full registration fees at the time of registration.
2. Print your invoice and submit it to your Reserve or Band Office to request reimbursement.

We strongly recommend contacting your funding provider prior to registering to confirm eligibility. NLSS will not issue refunds if you are later denied funding.

3. REGISTRATION POLICY

- All skaters must be registered online and payment must be received before stepping on the ice.
- All payments must be made at least 72 hours before your first program day.
- Skaters with outstanding fees from previous NLSS registrations will not be permitted to participate until all balances are cleared.

- Skaters not in good standing with other clubs or organizations (e.g., Minor Hockey or other Skate Canada-affiliated programs) must resolve any unpaid fees with those organizations before participating with NLSS.

4. INSTALLMENT PAYMENT POLICY

Applicable only to select programs

- Installment payments must be made **by the scheduled deadlines**. If payment is not received on time, the skater will **not be permitted on the ice** until the payment is completed.
- **Proof of pre-authorized EMT (E-Transfer) payments** may be requested.
- Installment amounts and payment dates will be listed on your invoice prior to checkout.
- If you have questions about your payment schedule, please contact **Ashley Cumming** at coach.ashleycumming@gmail.com.

5. REFUND POLICY

- For the **2025–2026 season**, refunds are only available for **CanSkate programs** and must be requested **before midnight on October 14th, 2025**.
- Approved refunds will be **pro-rated** based on the number of remaining sessions and will include a **\$25 administration fee**.
- **Skate Canada Membership fees (\$62.70)** are **non-refundable** under any circumstances.
- Refund requests **must be submitted in writing** via one of the following:
 - Email: coach.ashleycumming@gmail.com
 - Text: 807-276-1446
 - Direct message via **TeamReach**
- **IMPORTANT:** If you do not receive confirmation within 48 hours, please **call Ashley directly** to confirm your request was received.

- **No refunds will be provided** for missed sessions due to illness, travel, holidays, cancellations, pandemics, or other absences.
- **Make-up sessions and substitutions are not guaranteed.**

6. SKATE CANADA MEMBERSHIP FEES

Northern Lights School of Skating is a **Skate Canada-sanctioned** skating school. All on-ice participants—including skaters, parents (if on-ice), and program assistants—**must register with Skate Canada**.

This includes a **mandatory, non-refundable membership fee of \$62.70**, which:

- Provides you with a **Skate Canada membership number**
- Grants access to the **Members Only** section at www.skatecanada.ca
- Includes **liability insurance coverage**
- Is valid for all Skate Canada programs from **September 1 to August 31** of that skating year

7. CHANGING PROGRAMS / LEVEL ADVANCEMENT

Movement between programs or groups (e.g., from PreCanSkate to CanSkate; PowerSkate Groups) is at the **sole discretion of the Director, Ashley Cumming**.

If a skater moves to a program with a **higher fee**, a **pro-rated invoice** will be issued and emailed. Payment options will follow the standard methods outlined in the Payment Information section.

If a skater moves to a program with a **lower fee**, a **credit will be applied to your family account** for future use.

8. ICE CANCELLATIONS & SCHEDULE CHANGES

Northern Lights School of Skating reserves the right to **change, cancel, or reschedule** sessions based on enrollment or other circumstances.

Schedule updates and cancellations will be posted via:

- The **TeamReach app**
- The **Northern Lights School of Skating Facebook page**

In the event of cancellations due to **weather or unforeseen circumstances**, NLSS will make every effort to reschedule sessions in collaboration with the arena, but **rescheduling is not guaranteed**.

 **Refunds will not be issued for missed sessions.**

9. STARSkate & PreSTARSkate Program

Please note that **fees for assessments, testing, private lessons, and competitions** are **not included** in the general program registration.

- **STARSkate lesson fees** are billed **directly by your coach** and must be paid promptly.
- If a coach is not paid in a timely manner, they may file a complaint with the Director. In such cases, the Director reserves the right to **restrict ice access or suspend membership** until the matter is resolved.

Contact Us

For any questions or clarification, please reach out to:

Ashley Cumming

Director/Owner, Northern Lights School of Skating

Email: coach.ashleycumming@gmail.com

Phone: 807-276-1446