



# Neptune Learn-to-Swim Program

Fall  
2009

Our swim lesson program assures that each child will be taught proper swimming techniques to learn competitive swim strokes and skills, diving, and lifeguard readiness skills. Class sizes are kept to a maximum of 10 swimmers and a ratio of 4 students per instructor.

**Location:** Northeastern Illinois University Natatorium in the Physical Education Complex

**When:** Monday – Thursday beginning September 14, and ending December 10, 2009. NO CLASSES WILL BE HELD November 21 – 24 due to Thanksgiving Break. Sessions are 40 minutes and are available

**Mondays** 5:45pm & 6:30pm      **Tuesdays** 5:45pm, 6:30pm, & 7:15pm

**Wednesdays** 5:45pm & 6:30pm      **Thursdays** 5:45pm, 6:30pm, & 7:15pm

**Ages:** 5 years of age and older. (Birth certificate may be required.)

**Levels:** All levels are offered at all class times.

**Level 1: No previous experience or limited experience.**

Students will learn to be comfortable in the water, float, and streamline on both front and back.

**Level 2: Students can swim in streamline position on both front and back with proper kick.**

Students will learn to swim front crawl with proper arms, kick, and rhythmic breathing. Students will learn body position for backstroke and begin diving.

**Level 3: Students can swim front crawl with rhythmic breathing and proper kick and have experience with backstroke.**

Students will learn the backstroke arms, breaststroke kick, and surface dives. Students will improve front crawl and diving.

**Level 4: Students can swim front crawl and backstroke with proper body position and timing and know the breaststroke kick.**

Students will learn the breaststroke arms, dolphin kick, whip kick, and turns. Students will improve front crawl, backstroke, and diving.

**Level 5: Students can swim front crawl, backstroke, and breaststroke with correct arms, kick, and body position.**

Students will learn breaststroke timing, butterfly arms, flip turns, and lifeguard readiness skills. Students will continue to improve front crawl, backstroke, diving, and surface dives.

**Level 6: Instructor recommendation only. Students can swim all 4 competitive strokes with proper form and timing.**

Students will practice drills for speed and endurance in competitive swimming and will learn competitive starts and lifeguard readiness skills.

**Cost:** \$10 each class meeting\*

- Example: if one child comes twice a week for 12 weeks, the cost would be \$240.
- Please review the reverse side of this sheet for more payment information.
- Refunds will not be given.
- Payments must be made on time to reserve a spot.

**Registration:** Phone reservations will not be accepted. Please complete the registration form and return it to the address listed below or bring it to the Office of Campus Recreation. Contact Megan Krone, Aquatics Coordinator, 773-442-4246 for general program or registration questions. Registration is on a first-come, first-served basis. Review policies and procedures, fill out registration forms, and return with cash or check made payable to *Northeastern Illinois University* to

**Campus Recreation PE 1183  
c/o Learn-To-Swim  
5500 North St. Louis Avenue  
Chicago, Illinois 60625**

**Parking:** Parking passes are available by contacting Parking Services at 773-442-4117. Parking on N. St. Louis Ave. is free. You may purchase Community Parking pass from Parking Services or you may pay the \$5 daily fee to park in University lots. Campus Recreation has no influence over parking regulations or prices on campus or within the community.

**Entrance:** To enter the building, parent/guardian and child must be together, sign in, and may only enter during times of paid Neptune lessons.

**Parents:** Parents and/or guardians must remain in the building during the entire lesson. A Neptune staff member will be in the front lobby with a sign in & out sheet and parents/guardians must indicate where in the building or on the grounds they plan to wait/watch. Students entering without a parent will wait with this staff member until a parent arrives. Missed lessons will not be rescheduled or refunded. Parents of the Neptune Program may use the NEIU Recreation Facilities ONLY IF THEY PURCHASE A MEMBERSHIP OR PAY THE \$8 DAILY FEE.

**Locker Rooms:** Parents must be aware that children 5 years and older must use the appropriate locker room and will not be allowed in opposite gender locker rooms for any reason. Please ask a supervisor or lifeguard for assistance through locker room if needed. Parents may also walk children through the Aquatics Office to the Pool Deck.

**Make-up Lessons:** Neptune Learn-to-Swim does not offer make-ups or refunds for missed lessons for any reason, including illness. However, with a minimum of 24 hours notice by e-mail, lessons may be credited or rescheduled, depending upon availability. Any no-show or late cancellation will forfeit payment for that class. It will not be rescheduled or refunded.

\*\*Learn-To-Swim School information is subject to change at any time deemed necessary by the Office of Campus Recreation.\*\*

**Information about Campus Recreation memberships, programs, and services is available at [www.neiu.edu/~campusrec](http://www.neiu.edu/~campusrec).**

# Neptune Learn-to-Swim Program

## Payment & Registration Information

Please review the following policies and procedures regarding payment & registration for the Fall 2009 Neptune Swim Program.

### Registration Dates

**Open Registration** *Begins July 27*

Registration is not guaranteed without both the registration form and payment in full or indicating a payment plan.

### Payment Discounts

#### **Campus Recreation Member Discount**

Any current Campus Recreation member may enroll their children, grandchildren, or siblings at a **30% discount**. Members must provide a photo copy of their valid membership card with current member number.

#### **Multi-child Discount**

Any parent or guardian enrolling at least three children will receive a **30% discount** per child (3 children and above). This discount applies to legal guardians only and is subject to verification by the Aquatics Coordinator.

#### **NEIU Employee (full-time) Discount**

Any NEIU employee may enroll their children or grandchildren in the program at a **30% discount**. Employees must provide a photo copy of the valid NEIU Employee ID card with a current CARS number.

#### **NEIU Alumni Discount**

Any NEIU alumni may enroll their children in the program at a **30% discount**. Alumni must provide proof of graduation with a photo copy of transcripts, degree, or NEIU alumni card.

#### **NEIU Student Discount**

Any NEIU student may enroll their children, grandchildren, or siblings in the program at a **50% discount**. A photo copy of the NEIU Student ID and a copy of a current tuition bill must be included with the registration to receive a discount.

### Payment Information

- Payment is required to guarantee enrollment.
- Refunds will not be given.
- **Make-up classes will not be offered. Please contact Megan if you know at least 24 hours in advance that your child will miss a class. In such instances, you may be able to transfer your payment to another open class. Payment for classes missed without 24-hour notice will not be transferred or refunded.**
- Credits for future classes will only be given in the event of extended absence supported by relevant documentation.
- Please complete the Calendar on the back of the registration form. This is your opportunity to exclude classes from your registration fees.
- Payments should be made to NEIU or Northeastern Illinois University.
- Receipts and copies of the Calendar are available by request only
- Payments may be mailed to the address listed on the front of this sheet or hand-delivered to the Office of Campus Recreation (PE 1111) or the Aquatics Office (PE1183).

### Payment Plans

- Payment may either be given in full before classes begin or may be given 2 times during the semester. We will hold your child's spot if we receive your payment in full OR by the payment dates listed below.
- Under the payment plan, you may divide your total into three payments.
  - Payment for weeks 1-4 (9/14 – 10/8) is due on or before the first class.
  - Payment for weeks 5-8 (10/12 – 11/5) is due on or before October 8.
  - Payment for weeks 9-12 (11/9 – 12/10) is due on or before November 5.
- If a payment is missed or late, your child's spot in the class will not be guaranteed.



# Neptune Learn-to-Swim Program

**By signing this form, you are acknowledging have received and agree to abide by the attached Neptune Learn-to-Swim Program policies and procedures.**

Office of Campus Recreation  
5500 N. St. Louis Ave.  
Chicago, IL 60625

Multiple children can go on one form if they are attending the all same classes.

Family Last Name \_\_\_\_\_

Participant's First Name(s) \_\_\_\_\_ Birthdate(s) \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent/Guardian's Name(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

Email Address \_\_\_\_\_

(Your e-mail address will only be used to send once-a-session registration reminders and notices specific to your child(ren)'s registration, e.g. payment due notice.)

Emergency Contact \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
Name/Relation

Medical Problems/Allergies \_\_\_\_\_ Does this child require special accommodations? NO/YES  
If YES, what? \_\_\_\_\_

**PLEASE NOTE OUR MAKE-UP POLICY:**  
**No shows or late cancellations (within 24 hours), including illness, will forfeit payment for that class.** If you know in advance that your child(ren) will be unable to attend a scheduled class, please contact Megan Krone at [m-krone@neiu.edu](mailto:m-krone@neiu.edu) or (773)442-4246 with AT LEAST 24 HOURS NOTICE to reschedule the class. No refunds will be given.

As the legal guardian of the so stated participant in this activity at Northeastern Illinois University sponsored by the Office of Campus Recreation, I understand that participation in the learn-to-swim program or any strenuous physical activity may expose the participant to the inherent dangers associated with this activity, including, but not limited to: physical contact with other participants, equipment, & playing surfaces, participating in inclement weather conditions, and other serious injuries. The Office of Campus Recreation continually strives to reduce such risks and insists that all participants follow safety rules and instructions which have been designed to protect the participant's safety. I acknowledge and agree to abide by the rules as they may be in effect now or as they may be amended.

**Northeastern Illinois University is not responsible for any injury or loss of property suffered by any person while using the physical education complex or its surrounding facilities for any reason whatsoever, including ordinary negligence on the part of Northeastern Illinois University, its agents, employees, or Board of Trustees.**

In consideration of use of the Physical Education Complex and involvement in the Learn-to-Swim program sponsored by the Office of Campus Recreation, I hereby release and covenant not to sue Northeastern Illinois University, its Board of Trustees, and employees, instructors, or agents from any and all present and future claims resulting from ordinary negligence on the part of Northeastern Illinois University or others listed, for property damage, personal injury, or wrongful death arising as a result of use of the facilities or participation in this activity. I hereby waive any and all claims that may be made by me, my family, estate, and heirs resulting from ordinary negligence.

I have read and fully understand the Program Details, Waiver, and Release of All Claims.

\_\_\_\_\_  
Signature of Participant Parent/Guardian Date

I, the undersigned, do hereby authorize Northeastern Illinois University and its designated representatives to consent, on my behalf or on the behalf of the minor participant, to any medical/hospital care or treatment to be rendered upon the advice of any licensed physician. I agree to be responsible for all necessary charges incurred by any hospitalization or treatment rendered pursuant to this authorization.

\_\_\_\_\_  
Signature of Participant Parent/Guardian Date

**Please complete the Calendar on the back of this form**

# NEIU Neptune Learn-to-Swim Program

## Fall 2009 Calendar

Name(s) \_\_\_\_\_ Level (s) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Parent Name \_\_\_\_\_ Class Time \_\_\_\_\_

Parent Email \_\_\_\_\_

**Please put an "X" through the dates listed below to indicate each session that your child WILL BE ATTENDING.** This is your chance to exclude dates from the session. Missed classes will result in a forfeit of payment. **MISSED CLASSES AND LATE CANCELLATIONS, INCLUDING ILLNESS, WILL RESULT IN FORFEIT OF PAYMENT.** No refunds will be given.

<b>EXAMPLE</b>				
6	<del>2/23</del>	2/24	<del>2/25</del>	2/26
Circle Time	5:45pm, 6:30pm	5:45pm, 6:30pm, 7:15pm	5:45pm, 6:30pm	5:45pm, 6:30pm, 7:15pm
Week	Mon.	Tues.	Wed.	Thurs.
1	9/14	9/15	9/16	9/17
2	9/21	9/22	9/23	9/24
3	9/28	9/29	9/30	10/1
4	10/5	10/6	10/7	10/8
5	10/12	10/13	10/14	10/15
6	10/19	10/20	10/21	10/22
7	10/26	10/27	10/28	10/29
8	11/2	11/3	11/4	11/5
9	11/9	11/10	11/11	11/12
10	11/16	11/17	11/18	11/19
<b>NO CLASS</b>	<b>NO CLASS(11/23)</b>	<b>NO CLASS(11/24)</b>	<b>NO CLASS(11/25)</b>	<b>NO CLASS(11/26)</b>
11	11/30	12/1	12/2	12/3
12	12/7	12/8	12/9 Play Day	12/10 Play Day

For Staff Use Only

Number of Classes Selected: _____ Per Class Fee: <b>X \$10.00</b> per child # of children _____ Subtotal: _____ Discount*: _____ Total: _____ Payment 1 _____ Payment 2 _____ Payment 3 _____	Paid in Full _____ #      SI _____ or Weeks 1-4 _____ due 9/14 #      SI _____ Weeks 5-8 _____ due 10/8 #      SI _____ Weeks 9-13 _____ due 11/5 #      SI _____
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\*Please provide documentation for discount. 1 discount per family. 50% for current NEIU students; 10% for families with 3 or more children enrolled, current Campus Rec members, and current NEIU faculty, staff, and alumni.