



## TAS ACADEMY POLICIES

### EVALUATION AND MEMBERSHIP

All interested juniors are evaluated by a TAS pro before registering for TAS Academy. Evaluations are complimentary. If your junior is an experienced player aspiring to state, sectional or national ranking, contact the TAS Academy coordinator to set up an evaluation. Parents will be notified of their junior's placement in the appropriate TAS program. Participation in TAS Academy is by invitation only at the recommendation of the director or head pro.

### HOW TO SIGN UP

Registration for TAS Academy is online through our registration portal, powered by Blue Sombrero. No registrations or payments will be accepted through the mail or in person. Go to <http://leagues.bluesombrero.com/sandyspringstennis> and click Register to create an account. Once you have provided the required personal information for your family and your participating junior, you may register for available programs. Be sure to select the correct level and number of drills per week for your junior. If you have any questions, contact the program coordinator.

### ACADEMY TRAINING LEVELS

There are 3 training levels within TAS Academy. Academy Level 1 juniors may be unranked through those participating in Level 5 tournaments. Academy Level 2 and Homeschool include juniors playing USTA Level 4 tournaments through those nationally ranked.

#### ACADEMY LEVEL 1

For Academy Level 1, there are six 6 or 7-week sessions following the academic year from August through May and two 5-week summer sessions. Juniors participating in Academy Level 1 must register for at least 2 drills per week each session. They may sign up for concurrent or non-concurrent sessions throughout the year. Parents must indicate which days the junior will participate.

#### ACADEMY LEVEL 2 AND HOMESCHOOL

Juniors in Academy Level 2 or Homeschool are considered full members of the Academy and are expected to participate in year-round training. Juniors will register for an annual program that follows the academic year from the beginning of August through the end of May plus two 5-week summer training sessions. Juniors participating in Level 2 and Homeschool must register for at least 2 drills per week each session. Parents must indicate which days the junior would like to participate and, with the help of the coordinator, a regular drill schedule is set up.

### DRILL PLACEMENT

Juniors are placed in drill groupings based on their ability level, USTA ranking, commitment level and work ethic. Juniors with a higher level of commitment will be given preference in placement and the ability to move to stronger groupings. TAS staff is extremely interested in helping juniors who work hard all year long, not just periodically. The staff meets once a month to consider placement of juniors in drill groupings. All staff members have equal input in creating the best groupings.

### SESSION FEES

The session fee is calculated by the total number of drills per session based on how many times per week you plan to drill. Drills are paid for in advance prior to the start of a session or payment period. An annual programming fee is also due for Academy Level 2 and Homeschool juniors.

## **LATE FEES**

Payments not received within 7 days of the due date will be charged a late fee.

## **REGISTRATION AND PAYMENT**

Juniors must register online for all drills prior to the beginning of a new session. **The session fee is due at the time of registration.** When registering for the August-May academic year, you may opt for a monthly payment plan. The system will automatically charge the monthly amount to your credit card on the first business day of the month.

## **WITHDRAWAL**

Withdrawal from TAS Academy requires a 30-day written notice from the parent of the junior and confirmation by the Academy coordinator or director. If a junior drops out of the program after 30 days, any recurring charge that falls within the 30-day notice will be billed to the parent.

## **REFUNDS**

Refunds are provided in case a junior opts out of the program within the first 30 days of participation in Academy. All refunds require written notification from a parent and approval by the director. Refunds are given for the annual programming fee and for any unused drills already paid for. No refunds will be given past 30 days of participation in Academy. No refunds will be given for drills or makeups offered by TAS and missed by the junior.

## **INCLEMENT WEATHER**

In case of inclement weather, for Academy 2 and Homeschool, call the TAS hotline at 404-668-7623 for postings. The Head Pro or Director will call the drill one hour prior to the start of the drill. If it's not raining, there is no message. During the school year, make-ups will be offered on the weekends for inclement weather during the week. **Members will receive e-mail notification when make-ups are offered and are required to respond in a timely manner if a junior is going to participate.** In the summer drills are offered on the weekdays only and there are no make-ups on the weekends.

## **MAKE-UPS FOR INCLEMENT WEATHER**

If there is inclement weather during the academic year session, there will be make-up drills offered on the weekend and you will receive an e-mail with the details. Make sure you respond if you are coming and get a confirmation prior to attending a make-up drill. If you need to cancel after signing up, please let the program coordinator know with as much notice as possible. You may attend ANY Saturday or Sunday offered as a make-up during that session. Make ups will not be carried over past the last day of the current session. **Please keep track of your drills attended and plan ahead to get in all of your make-ups.**

## **MAKE UPS FOR PERSONAL ABSENCE**

If you miss a drill for personal reasons, we offer multiple options for make-ups. During the school year, you may participate in designated weekend make up days or request to do your make-up drills at regularly scheduled drill times during the week. **Please keep track of your drills attended and plan ahead to get in all of your make-ups.** If a junior plans to miss a drill for personal reasons, he can arrange with the Coordinator to make up the drill before or after the missed drill. Juniors are encouraged to arrange for make ups ahead of known absences. Make sure you have approval from the Coordinator before you come to a make-up drill. Make ups for personal reasons should be completed within 2 weeks of the absence. Make ups will not be carried over past the last day of the current session.

## **MAKE UPS FOR SCHOOL TENNIS TEAM PARTICIPATION**

Juniors playing on their high school or middle school tennis teams who have mandatory school practice during the week may do make up drills on the weekends or at regularly scheduled weekday drills as long as they have made prior arrangements with the Coordinator. **Make-up drills are offered every weekend during the school tennis season.**

## **MAKE UPS FOR INJURY OR EXTENDED ILLNESS**

If a junior has an injury, family emergency, or long-term illness that prevents him from participating in drills, the parent must notify the Registrar or Coordinator in writing. Make ups will be provided for the drills missed from the date of the written notification forward.

## **FOR ACADEMY LEVEL 2 AND HOMESCHOOL**

### **ANNUAL PROGRAMMING FEE**

The staff has incorporated an annual programming fee to ensure that TAS parents have all the necessary tools to help juniors become the best they can be. **Juniors participating in Level 2 or Homeschool will be charged a mandatory annual program fee to participate in TAS.** Juniors must register and pay for the annual programming fee in full prior to the start of the academic year.

### **ANNUAL PROGRAMMING FEE: PRORATION, FAMILY RATE, REFUND**

A junior's membership in Academy begins with their initial start date; the fee will be prorated after the August start date. Two or more juniors in a family pay only one program fee and receive all benefits. The fee is fully refundable for the first 30 days from the start of a junior's membership in Academy. If a junior withdraws from the Academy during the initial 30 days, TAS will refund the fee in full plus the amount for any drills going forward which the junior will not participate in.

### **ANNUAL PROGRAMMING FEE INCLUSIONS**

- Tennis equipment purchasing at discounted prices
- Complimentary coaching at 2 designated local tournaments during the school year
- College Selection Service for Tennis Scholarships: TAS will write letters of recommendation to college coaches, meet with parents to discuss the best college fit, call coaches to provide information about juniors and videotape juniors' games to send to coaches
- Monthly match play days with mental training
- Tournament preparation and evaluation
- Match play set up for juniors by request
- Ongoing email and calendar of events

### **OFF COURT TRAINING**

Juniors enrolled in Academy Level 2 or Homeschool are encouraged to participate in TAS' off court training program. These sessions target strength, speed, flexibility and endurance to improve overall performance and prevent injuries. Juniors are billed separately for workouts attended.