



Year-Round Junior Program Parent Handbook

INTRODUCTION

At Chicago School of Golf, we strive to help our students improve their golf game at a pace that makes it enjoyable and effective. We believe in working with students in various ways, including private lessons, group lessons, and playing lessons on the course. Using these three different approaches, we help the players develop a feel for the game that is personal to them. This Handbook will outline all the rules and policies we use to make our players enjoy the game and practice effectively.

TABLE OF CONTENTS

- Page 2** = Rules (Tardiness, Student Etiquette, Student Expectation, Parent Etiquette, Golf Attire)
- Page 3** = Year Round Junior Program Policies
- Page 4** = Cancellation Policies
- Page 5** = Yearly Holiday Schedule
- Page 6** = Waiver of Liability and Release Agreement
- Page 7** = Signature Page

RULES

Tardiness – At Chicago School of Golf, we ask that all our students arrive for their lesson on time. If a student consistently shows up late to a lesson, the instructor may have to ask the student to find a different time or pick a different lesson format. This ensures that the time in each lesson is used effectively and worth the amount of resources put into the lesson. Please do not expect the instructors to wait or teach beyond the designated time for a class if you are late.

Student Etiquette – Students are expected to behave and act accordingly on the golf course. This means that all students will dress in golf attire for every lesson (See Golf Attire Section) and hold themselves in a way that reflects well on Chicago School of Golf. Cellphones or other devices are prohibited during a lesson. It is up to the instructor to cancel a lesson based on a student's behavior without warning. There will be no refund if the lesson is canceled or the student is dismissed.

Student Expectations - At Chicago School of Golf, we take improving all student's games seriously. We expect students to work hard for the time we are together. We ask everyone to listen to the coaches as this makes the learning environment more enjoyable for all participants. If a student responds to a task with the word “NO,” the coach will ask them not to participate until they complete the challenge. Each request by the coach referred to here will be within the realm of golf and at the student’s level. An example task would be to complete a putting drill. As coaches, our job is to show students they can accomplish things even when they think it’s impossible. We can only help them achieve this level of success if respect and effort are given.

Parent Etiquette – We ask parents to be involved with their junior golfers outside the lesson. Parents need to push their junior golfers to practice and enjoy the game. However, we ask that for distraction purposes, parents **do not attend or observe the classes**. We are a drop-off and pick-up only golf school. Parents may attend the last five minutes of a lesson to hear what their child is working on, so they are informed on how the student should practice. We also encourage parents to call the coach to discuss their child’s game. During every class you will receive a swing video with notes and a progress report to inform you what your child is working on.

Golf Attire – Students are expected to wear golf attire at all times, especially while practicing on the golf course. This dress code may be changed for indoor studio practices at the instructor's discretion. Below is a list of the attire accepted while practicing on the course.

Men – Polo or collared shirts with dress pants or shorts, including a belt.

Women – Polo or collared shirts with a golf skirt/shorts, dress pants, or sports pants/leggings.

Summer Hours & School Hours – Our schedule changes twice a year. Once in early June for “Summer hours” and again in early Fall for “School hours.” We will include this in our newsletter a minimum of 30 days prior to the times changing for the seasons.

BILLING POLICIES

Billing Details:

- We only accept credit cards.
- Your payment starts two days before your first.
- Tee time fees are additional costs. they will be charged to your credit card the day after your lesson. Sydney Marovitz's 9-hole fee is \$35, and all other course fees are \$25.
- The billing takes into account all holidays off (listed below).
- If your class falls on a scheduled holiday there are no makeups.

CANCELLATION & MAKEUP POLICY

Make-up Policy

We allow makeups for missed classes if you follow the rules outlined below.

- We do not “pause” membership for any reason whatsoever.
- If you can not attend your regular scheduled class. A **24-hour notification** is needed before the start of your class to receive a make-up.
- You can make up by joining another class at your level.
- You must make up the class within four-weeks of the missed class.
- Make-up classes can not be transferred to anyone.
- We **do not** allow make-ups after you stop paying for classes.
- We **do not** offer refunds for make-up or missed classes.
- There are no make-ups or refunds if your class falls on a Holiday. The holiday schedule is on the next page.
- The student must contact the Chicago School of Golf to schedule their make-up before the four-week deadline.

Cancellation Policy

- Before canceling your subscription, you must complete the minimum requirement of 3 or 6 months.
- You can cancel your subscription after the 3- or 6-month time period is met. See the next bullet point!
- If you want to cancel your subscription, email info@chicagoschoolofgolf.com. Chicago School of Golf will stop processing payments 30 days after your email is received.
- You must email the Chicago School of Golfs office 30 days prior to canceling payments.

ON COURSE LESSON POLICY

When we are scheduled for 9 or 18 holes on the course with a coach, please arrive 30 minutes before the start of the lesson to warm up. You can chip, putt, or purchase a small bucket of balls for the range. All courses want the group on the first hole tee box 10 minutes before their tee time.

- The coach will always meet you on the putting green.
- We can not wait if you are late because we risk losing our tee time.
- You need golf clubs, tees, balls, and a water bottle when playing.
- We will walk the course most of the time. You can bring your own pull cart or rent one from the golf course.
- Chicago School of Golf is fortunate to have partnerships with these courses. Taking care of the course and keeping pace of play is very important to maintaining these relationships. Sometimes, this means we must pick up a ball if we are slow.
- All tee time fees will be billed to you the day after your lesson.

HOLIDAY SCHEDULE

***All locations are closed for Holidays. If your class falls on a holiday you do not receive a makeup or credit for these planned days.**

- New Year's Day
- Presidents Day
- Easter Sunday
- Spring Break March 23 - March 29
- Easter Sunday
- Mother's Day
- Memorial Day
- Staff Continuing Education - May 28th and 29th
- Father's Day
- Independence Day
- Labor Day
- Staff Continuing Education - September 24th and 25th
- Halloween
- Thanksgiving Eve, Thanksgiving Day, and day after Thanksgiving
- December 24th thru January 1st, 2026

WAIVER OF LIABILITY & RELEASE AGREEMENT

("Participant"), agree in consideration of my participation in Chicago School of Golf Inc. ("Company") programs, I hereby forever release and covenant not-to-sue Company or any of their employees, independent contractors, instructors, volunteers, agents, coaches, and all others who are involved ("Parties"), from any and all present and future claims for property damage, personal injury, or wrongful death, arising as a result of my engaging or receiving instruction in any activities or any activities incidental thereto, wherever, whenever, or however they may occur. I hereby voluntarily waive any and all claims both present and future made by me, my family, estate, heirs, or assigns, and I relinquish on behalf of myself, spouse, heirs, estate and assigns the right to recover for injury or death.

I accept all responsibilities for my participation in Company programs and understand my participation and use of any equipment is at my own risk. I understand that my participation may involve great risk to me, which may include, without limitation, injuries or medical disorders such as heart attacks, strokes, heat stress, strains, sprains, fractures and even death. I have no such physical nor suffer from any medical conditions which would put me at such risk. I assume full responsibility for any injuries, medical disorders or damages which may occur to me or damages to or loss of my property during my participation. Company has made no representations or warranties to me regarding the facility or the equipment or the use thereof. I acknowledge that I will not misuse any of the equipment, facility, or engage in any activity which may put others at risk. I also assume full responsibility for any loss of or damage resulting from my participation.

I hereby exonerate the Company for, and agree to indemnify, defend and hold Company, and Parties, harmless from and against, any and all claims, demands, charges, expenses, including but not limited to attorneys' fees, damages, actions, and causes of action, whether at law or in equity, now or hereafter existing, and howsoever arising, and in connection with my participation. I understand and acknowledge that this waiver is intended to be as broad and inclusive as permitted by the laws of the State of Illinois, and I agree that if any portion is held invalid, the remainder of the waiver will continue in full legal force and effect. I further agree to be bound to the State of Illinois for any and all legal proceedings.

SIGNATURE PAGE TO FOLLOW

SIGNATURE PAGE

Please sign below to consent to all terms outlined in the Parent Handbook. Email the signed copy to info@chicagoschoolofgolf.com.

Participants First and Last Name

Client Signature (Client's Parent/Guardian if under 18)

Date