



Policy #: 2.200

Effective: October 2004

Revised: September 2006*

Refunds

Policy: It is the policy of Menomonie Youth Hockey Association (MYHA) to refund registration fees to members on a prorated basis as long as the member withdraws from the association in good standing on or before December 31 and follows the procedures set forth below. Withdrawals from the association after December 31 will not be eligible for a refund.

Procedure:

1. Members who wish to withdraw from the association and desire a refund of fees shall submit a written request for refund to the Registrar or chair of the General Operations Committee.
2. All MYHA issued equipment must be turned in to the Equipment Manager prior to a refund.
3. Non-refundable fees include USA Hockey Insurance, WAHA Registration, Wreath Sales and Skate Sharpening.
4. All first year players in Learn to Skate or Mites will receive a full refund during the first month of participation less the USA Hockey Insurance and WAHA Registration Fees.
5. Refunds for all other levels will be calculated as follows:

Total Registration Fee Paid less Prorated Fees, USA Hockey Insurance Fee, WAHA Registration Fee and Prorated Work Assessment Fees due.

Example: Pee Wee who withdraws in week 4 of a 21-week schedule.

\$200.00	Registration Fee Paid
(\$30.00)	USA Hockey Insurance
(\$5.00)	WAHA Registration Fee
(\$38.00)	4 wks of 21 = 19% of the season
(\$55.00)	Unfulfilled prorated work assessment hours @ \$20 / hour 25 hours X 19% = 4.75 hours Worked 2 hours setting up boards 2.75 hours owed
\$72.00 Total Refund	

*The most current version of this policy will be retained by the MYHA secretary and/or on the MYHA website at www.menomonie.com/myha
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6. Whenever possible, an exit interview will be conducted to gather valuable information for improvement. The committee chair, registrar or officer of the Board shall contact the parent to conduct the interview. Sample questions are as follows:
 - a. Why did you choose to leave MYHA?
 - b. What did you like about hockey and/or our association?
 - c. What didn't you like about hockey and/or our association?
 - d. What could we do to better meet the needs of skaters?
 - e. Did you feel like you were a valued member of the organization? Why or why not?
 - f. Did your child learn skating, teamwork and/or sportsmanship skills?

This policy is issued by the General Operations Committee and approved by the Board of Directors.