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Marion Therapeutic Riding Association Lesson Attendance Policy

This attendance policy is effective August 25, 2014. These guidelines are in place to help control our cost and the future of our program. In order to receive a credit or a refund the following must be met:

- 1) A rider (or parent/guardian) must notify MTRA by telephone, email or in person 3 hours prior to the lesson. A credit will only be given when MTRA cancels a lesson.
- 2) In case of an emergency, notification should be made within 24 hours after the lesson time.
- 3) If a rider misses 2 lessons without notifying MTRA, They will be removed from the schedule for that session. The rider may apply to re-enter the program for the following schedule but is not guaranteed a spot.
- 4) Any rider missing 3 lessons, even if excused may be removed from the class and rescheduled for the next session. This will be done at the instructor and head instructors discretion.
- 5) If a rider arrives more than 15 minutes past the start time for the lesson they will not be able to ride and will not receive a credit.

If you have any questions regarding this policy please contact the office at 352-732-7300 or email at: execdirector@mtraocala.org.

Marion Therapeutic Riding Association | a PATH International Premiere Accredited Center

6850 SE 41st Ct. • Ocala, FL 34480 • 352-732-7300 • www.MTRAocala.org

MTRA is a 501 (c) (3) non profit organization whose mission is "to promote wellness, exercise and education while providing the benefits of therapeutic riding and equine assisted activities to persons of all ages challenged with a disability".