

AMIT LESSON MAKE UP POLICY

Our Make Up Lesson Policy coordinates with our student-worker program. The policy will, we hope, be flexible for our students and will give them an opportunity to make up lessons they can't attend, rather than just those that we cancel.

1. A LESSON SCHEDULE will be posted for each week.
2. INSTRUCTORS will be responsible for checking and updating the schedule (the students and horses/ponies who regularly attend will be listed) and checking off those who actually attend the lessons.
3. IF A REGULAR LESSON IS CANCELLED or if a STUDENT MISSES A REGULAR LESSON, the STUDENT needs to ask the Instructor to issue a "Make-up Lesson Coupon" worth 3 points. These are available for each student who does not attend the lesson.
4. The coupon will be DATED and must be REDEEMED WITHIN 45 DAYS of the date issued. The coupon may be redeemed for any of the following:
 - one lesson – with prior permission from the instructor, you may join an existing group lesson (not necessarily with your regular instructor or regular horse)
 - one lease day – with prior permission on a horse you already lease, or as approved by your instructor or Bobby/Casey
 - participate in AMIT activity (Sat. trail ride/lesson)
 - entry fees for AMIT Schooling Show division
5. A STUDENT who wishes to redeem the coupon by joining an existing group lesson must check the lesson schedule, contact the instructor, and get permission to join the lesson on an available and suitable horse (we will post a list of horses with their "levels" and special notes). INSTRUCTORS must try to accommodate a student who asks to join their lesson as a make-up. The instructor should write on the posted lesson schedule (and/or leave a message with Bobby/Casey) the student's name and proposed horse as soon as possible, so that management can keep track of horse availability and make changes, if necessary. After the lesson, the instructor should note whether the student actually attended.
6. Management will keep track of make up lesson coupons and other points earned through the student-worker program. If we find that students are abusing the policy (for example, "floating" among different instructors or lesson times rather than attending their regularly scheduled lesson) we may limit the number of coupons that may be issued (e.g., no more than 4 in any 3 month period).