Register for an Activity

Wednesday, September 28, 2016 11:41 AM

Registering/Enrolling for an Activity

To register for an activity, find the activity you want to register for (some activities have multiple date and time options) at the bottom of the activity listing. To register, click the shopping cart icon with a green plus at the bottom to add the activity to your shopping cart.

Add	to Cart	Dates	Times
	3	10/01/16- 10/01/16	8:30A- 1:00P

When you click on this, an option to enroll for the activity you selected will pop up at the bottom:

	Enroll Now	BBAC KidFish (140010-01)
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Click "Enroll Now" to add the class to continue.

Next, you will have the option to select who you are registering for the activity. Some activities are for the whole family, some are just a few family members. Select all who will be participating. (Remember: some classes are priced per participant)

Once you have selected the family members for the activity, click "Add to Cart"

Waivers

Agree to any Activity Waivers that are required after reading them (clicking "*Agree*" is your digital signature equivalent to your signing the waiver) If there is no waiver, this screen may be skipped

Activity Registration Questions

Some activities will have questions associated them, this is where you will answer those questions (answers are required for questions in red)

Checkout/Submit

Once you have completed the questions, you should be able to click "*Submit*" to complete the enrollment. If there are charges for the activity, you will click "*Proceed to Checkout*"

Removing an item from your shopping cart

If you need to remove an activity from your shopping cart, locate the shopping cart with the red dot on the far right of the screen:

total Fees	Remove?
\$ <u>25.00</u>	

Clicking that icon will remove the item from your shopping cart immediately

Payment

Only Credit/Debit cards are allowed as payment online and all fees must be paid at checkout in full. Review the charges and select credit card as your payment option, then click "*Continue*".

You will be redirected to our Credit Card Authorization page via Plug & Pay to input your credit card information.