

## How To Register for Open Gym

*Photos taken from registration on a handheld device (not a computer)*

- 1) Log in to the WAKE Parent Portal (link is at the top right corner of the website).
- 2) Select Sunday Open Gym from the left side bar.
- 3) Find the Open Gym date you want and click ENROLL NOW.

The screenshot shows a mobile app interface for the WAKE Parent Portal. At the top, the status bar displays 'Verizon', '1:57 PM', and 'app.iclasspro.com'. Below this is a green filter section titled 'Sunday Open Gym Filters:' with fields for 'Search', 'Month', 'Sort By', 'Program', and 'Age', along with a 'Submit' button. The main content area is titled 'Openings' and features a large red 'OPEN' button. Below this, it lists 'Open Gym on March 11th' with dates '03/11/2018 - 03/11/2018'. A table shows the schedule: Sunday, 1:00pm to 3:00pm. There are links for 'More Details' and 'Full Schedule', and a large green 'ENROLL NOW' button at the bottom.

Verizon 1:57 PM app.iclasspro.com

Sunday Open Gym Filters:

Search Month Sort By

----- By Date/Ti

Program Age Submit

-----

Openings

**OPEN**

Open Gym on March 11th

SUNDAY OPEN GYM DATES: 03/11/2018 - 03/11/2018

DAYS	START TIME	END TIME
Sunday	1:00pm	3:00pm

▶ More Details ▶ Full Schedule


ENROLL NOW

Openings

- 4) Select your student(s) and click Continue Enrollment.

5) Once you see the page below, select your day (ie, Sunday for Open Gym) and click Next.

Verizon 1:58 PM app.iclasspro.com



Sunday Open Gym Selected:  
**Open Gym on March 11th**

Student Selected:  
Sue, Curly

All

Sunday


Monday

Tuesday

Wednesday

6) After getting to the page that indicates tuition and amount due, click Add To Cart.

Verizon 1:59 PM app.iclasspro.com



Sunday Open Gym:  
**Open Gym on March 11th**

Student(s):  
**Sue, Curly** **\$15.00**

Start Date:  
**03/11/2018**

End Date:  
**03/11/2018**

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Total Tuition: **\$15.00**  
Amount Due: **\$0.00**

Back

Add To Cart

7) The next page will have the enrolled student(s) name(s) is bold at the top.  
Click Continue.

*Tip: You can add more enrollments by using the menu to the left.*

**SUE, CURLY**

**Open Gym on March 11th**

Start Date: 03/11/2018 | End Date: 03/11/2018

Price \$0.00

*remove*

03/11/2018 • 1:00PM – 3:00PM

**Total \$0.00**

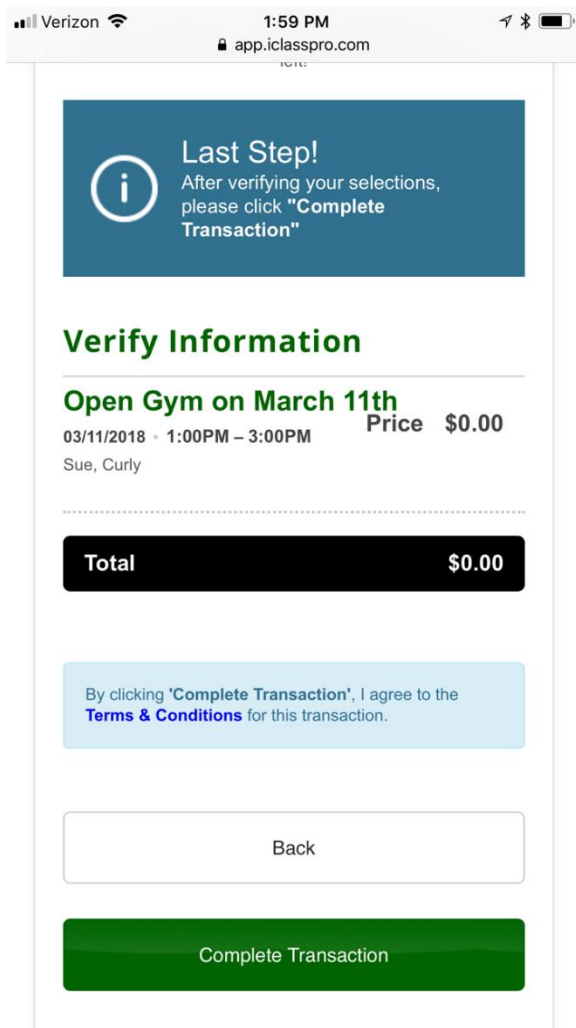
Promotion Code (Optional)

Apply

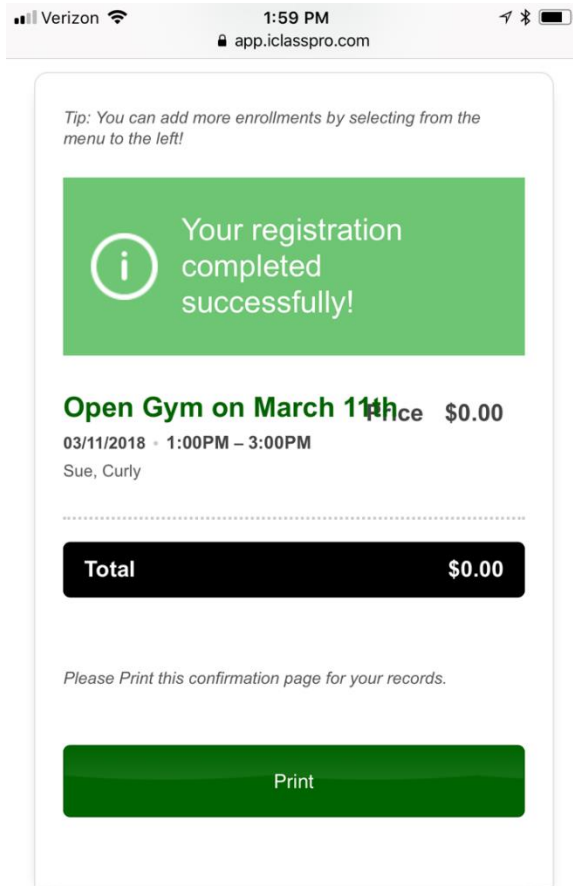
Clear Cart

Continue

8) The Last Step! page asks you to Verify Information. Click Complete Transaction once you are ready.



- 9) The next screen will indicate that “Your registration completed successfully!” A confirmation email will also be sent to the email address linked to your account.



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