Ballet Elite Summer Dance Program 2024 Session

Monday, June 24th - Friday, July 26th

Closed Thursday, July 4th

REGISTRATION INSTRUCTIONS

- Parent Portal registration is now open!. View the schedule, levels and fees before you register.
- Current students must register through the Parent Portal/BE App
 - Search Ballet Elite Dance Studio to download the app.
 - <u>Click for App Video Instruction</u>
 - Parent Portal from laptop: Parent Portal Link
- New students must create an account before registering
 - Link to New Registration Portal
- Deposit Payment Due to Complete Registration
 - Note: Many levels may fill up. If your desired day/session is full, either add yourself to the waitlist or email the studio asking to be added to the waitlist. We may be able to get you in so **BE SURE** to let us know!

Step 1: Your Login ID is your Email Address (to which we sent this email). If you don't remember your password, click Reset Password and a temporary password will be emailed to you.

Email or U	Jser ID	
Password		۲
	SIGN IN	
	Having trouble? Re	set Password
New to see hov with us.	our Portal? Watch this v to access and manage	quick video to your account

Step 2: Once you are logged in Click on Looking for a Class

Step 3: Click add a Filter and select Session

• Each Level has its own Session so you must know your Level before you register.

	Age Rang Justin, 14 yrs Mya, 11 yrs, 1 Show me classe All Ag	Filter Results by Session Session Level 2 Summer 2024 Level 2 Summer 2024	Session		
		CANCEL			
LASSES		SORT BY CLASS: A - Z	FILTE	FILTER RESULTS	

• The example shows Level 2 Summer Session, but you will select your filter based on your child's Summer Level. (Siblings will often be in different levels so register them separately.)

Step 4: Find the correct TIMES AND LEVELS for that week

- You must register for each week separately
- Siblings in different times/levels will need to be registered separately
- You can use the Add Filter to view one week at time, if you prefer.
- For Partial Week or Single Day registrations, click "Add to Cart" first and the next screen will allow you to select specific days (*These options open on March 25th*)

			DASHBOARD	BILLING & PAY	MENTS	🔳 CLA	SSES & EVENTS
Α	ge Ranges		Wait Lists				
ı	ustin, 14 yrs, 8 mth	S	Would you like to s	see classes with			
Ν	1ya, 11 yrs, 1 mths		waiting lists:				
SI	now me classes for		Show me full classes wit	th			
	All Ages		Wait Lists				
CLASSES		SORT BY	FILTER RESULTS				
2		CLASS: A-Z					
SESSION: LEVEL 2 SUMMER 20	24 🗙						
CLASS	FOR	SESSION /START	WHEN	W	HERE	WITH	TUITION
45 SPOTS LEFT! 6/24 - 6/28 (Wk 1) 9am- 3pm Level 2	All Genders All Ages	Level 2 Summer 2024 06/24/2024	9:00am - 3:00p M T W T F	om Ma	ain		As low as 95.00
15 SPOTS LEFT!	All Genders	Level 2 Summer 2024	9:00am - 5:00p	om M-	ain		As low as

Step 5: "Add to Cart" (If you have more than one student, you will be prompted to select the correct student for this registration <u>after</u> you add to cart.)

← BACK TO CLASSES	DASHBOARD	BILLING & PAYMENTS	CLASSES & EVENTS	ا = ا	
	Class Details				
6/24	- 6/28 (Wk 1) 9am-3pr AS LOW AS 95.00	n Level 2			-
	ADD TO CART				
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Category 1 Summer Prog	session ram Level 2 Summer 2024 06/24/20	DATES 024 - 07/26/2024			
	All 9:00am - 3:00pm All Ages M T W T F S S Mai	n			

Step 6: Select the student if you have more than one child

Step 7: "Add" (Green button on the <u>TOP</u> of the screen)

Step 8: "Continue Shopping" or "Checkout Now"

Step 9: "Accept Enrollment Fees" and look for your confirmation email.

Step 10: Pay the required deposit in your Parent Portal to complete your registration. <u>If you</u> <u>do not pay the deposit when you register, we will run your card on file for you for the</u> <u>amounts indicated below</u>. Your registration is not complete until the deposit is paid and your spot cannot be held.

DEPOSITS

- Deposits are NON-REFUNDABLE
- Due at the TIME OF REGISTRATION
- \$100 deposit for your first week (\$90 sibling)
- \$25 deposit for each additional week (\$20 sibling)
- Ex: Registration for 3 weeks = \$150.00 (\$100 + \$25 + \$25) and \$130 sibling (\$90 + \$20 + \$20)
- Deposits are applied towards the tuition for that week's classes