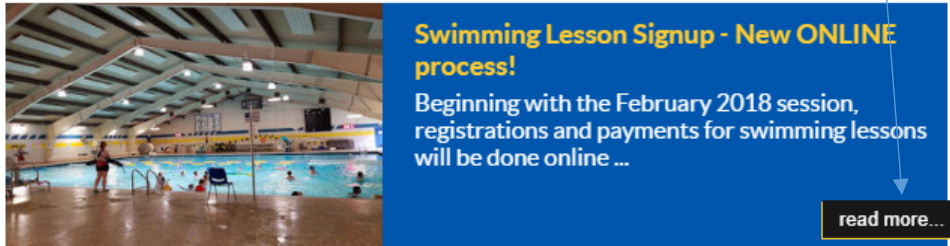


Registering for Swimming Lessons at the Rice Lake Swimming Pool

1. Get to the Swimming Lessons Registration page
 - a. Start at the Rice Lake Area Schools Website (www.ricelake.k12.wi.us). Look for a “What’s Happening” item on the main page – this will lead you to the registration page.

What's Happening

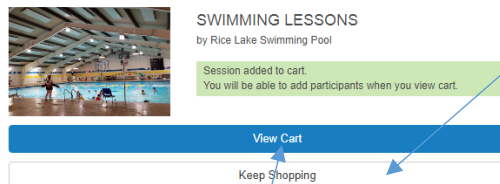


2. Look over the available session times and levels. To select a session, choose “Add to Cart” next to that session.

- a. Note: Add to Cart is only available once registration opens (see date/time on the web page)

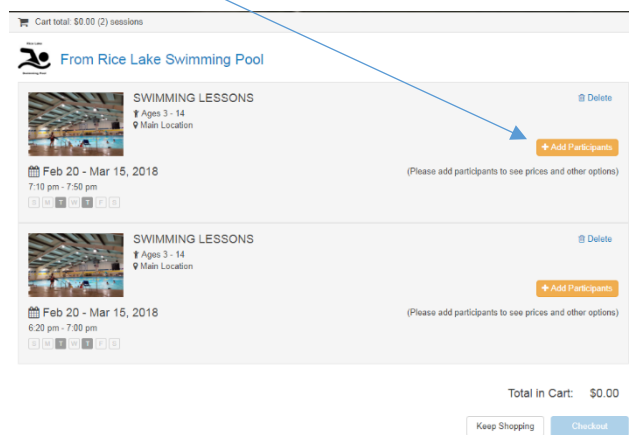
RLASD Resident
\$25
Non-RLASD Resident
\$35
Add to Cart
Spots Available

- b. If this is your first time using the registration software, you will need to create an account. If you already have one, login with it.
- c. If you want to add additional sessions to your cart (for other participants), “Keep Shopping” and continue to Add to Cart for those sessions



- d. When finished adding sessions to your cart, “View Cart”

3. Add Participants – Add the participant for each item you added to the cart. Add/Choose people



a. Add/Choose participants, choose the appropriate price, Save

Participants
Please select all participants who will be attending this session.

Add New Participant

Attending
Tina Rogers
Age 11
Edit

\$25 /RLASD Resident \$35 /Non-RLASD Resident

Cancel Save

4. Checkout

Cart total: \$50.00 (2) sessions

From Rice Lake Swimming Pool

SWIMMING LESSONS
Ages 3 - 14
Main Location
Feb 20 - Mar 15, 2018
7:10 pm - 7:50 pm
Subtotal: \$25.00

SWIMMING LESSONS
Ages 3 - 14
Main Location
Feb 20 - Mar 15, 2018
6:20 pm - 7:00 pm
Subtotal: \$25.00

Total in Cart: \$50.00
Add a promo/discount code

Keep Shopping Checkout

- a. Read and acknowledge the Cancellation Policy
- b. Pay and Continue

Swimming Lessons
Cancellation Policy

Cancellations - If a parent needs to cancel a registration, a refund or credit for a future session will only be given in extenuating circumstances such as an illness or injury.

Changes - Requests to change registration times will be handled on an individual basis

I have read the above information and accept the terms.

Pay & continue

- c. Enter your billing information and answer the question about RLASD school district residency
- d. Enter Health Information (optional)
- e. Identify contacts
- f. Finish

Completing 2 registrations at once

Back to My Registrations

Attendee Information

Parent / Guardian

Contact (Parent/Guardian)
Who should we contact regarding questions or communication about this registration? You may select up to two contacts.

Aaren Rogers
+15055555555
Edit

Add Parent

Finish