

# Rising Stars Academy Summer Registration!

We are so excited to announce that we are now offering ONLINE REGISTRATION for Recreational Classes, Day Camps, Pizza Fun Nights, Flip Flop Shops, and more through our Parent Portal! This is a new program for us so we are trying our best to make sure everything is running the best it can, please be patient if we run through a few hiccups on the way. We are excited for this awesome new part of our program here at Rising Stars Academy!

## Rising Stars Academy Online Parent Portal Instructions:



1. Easiest way – visit [www.risingstarsacademy.com](http://www.risingstarsacademy.com), then click ONLINE PORTAL tab **OR** directly visit: <https://app.iclasspro.com/portal/risingstarsacademy>
2. Login to your account:
  - a. If you are a **current member** OR you have **ever been enrolled** in a class at Rising Stars Academy, you **ALREADY HAVE** an Online Parent Portal Account with us. Your account is under the e-mail registered to your family account. To log in to your account you will click the “Forgot Password” button and follow the instructions for logging into you account. If you are unsure of what email we have on file OR don’t know if you have an e-mail listed, please e-mail [rsagym@risingstarsacademy.com](mailto:rsagym@risingstarsacademy.com) and we will be able to get that information to you so that you can login. **\*\*\*Please DO NOT create a new account if you have been in our program before. We will then have multiple accounts for your child in our system.**
  - b. If you have NEVER been enrolled at Rising Stars Academy you will create a new account.
3. Once you login to your account you will be asked to read our Policies and Procedures, our Waiver of Liability, and our Billing Authorization and click that you acknowledge and understand all of this important information. You will be able to review this information in your Online Parent Portal whenever you wish. If we ever update this information, you will be asked to re-acknowledge the terms.
4. In order to enroll in any class or camp **you will need to ADD A CREDIT/DEBIT CARD** to your Payment Information. When you enroll in a class/camp through our Online Parent Portal, you may pay with credit/debit card. If you wish to pay cash or check you will have to come into Rising Stars Academy to do so.

### Class Registration:

1. Our current Spring Classes as well as our Summer Classes are both in the system for registration.
  - a. Summer classes have SUMMER listed after them. For SUMMER registration we are doing our Flex Scheduling, you may choose 10 weeks, 11 weeks, or 12 weeks (Full summer). Under the: Anything Else We Need To Know” please indicate which weeks you will not be attending if you do not choose 12 weeks (full summer). Our Summer calendar runs Tuesday, June 1st - Friday, August 20<sup>th</sup>.
  - b. Fall/Winter/Spring will run on our 4 week Session schedule. **Please be sure to read the Policies and Procedures for new payment information as some of this information has changed!**

**Day Camp Registration: NOTICE – We are offering our summer day camp this year at our sister gym, Gymnastics Etc.** This simply allows us to utilize both gym spaces better during the daytime hours. To join Day Camp you will go to [www.gymetc.com](http://www.gymetc.com) and click on the Gym Etc. Online Parent Portal, then:

1. You will enroll for Day Camp based on each week of the Summer. You will be able to choose Full Day or Half Day options for each day in each week. You will also be prompted to tell us if you will be early drop off/late pick up and which days. When you initially enroll for Day Camp, you will not be charged – your Camp Tuition will be requested. After you have enrolled it will send us a request, we will confirm your registration and apply the balance due for that week. Once we have applied this balance, please be sure to pay it by the day your child attends camp.

**We will no longer be doing paper registration forms, everything will be signed through our Online Parent Portal.** If you still wish to pay cash or check you will still need to login/create an Online Parent Portal account and acknowledge the Policies and Procedures, Waiver of Liability, and Billing Authorization to participate in any program we offer.

Please e-mail, [rsagym@risingstarsacademy.com](mailto:rsagym@risingstarsacademy.com) if you have any questions!

We know this may be an adjustment but we are excited for this more flexible registration and payment option!