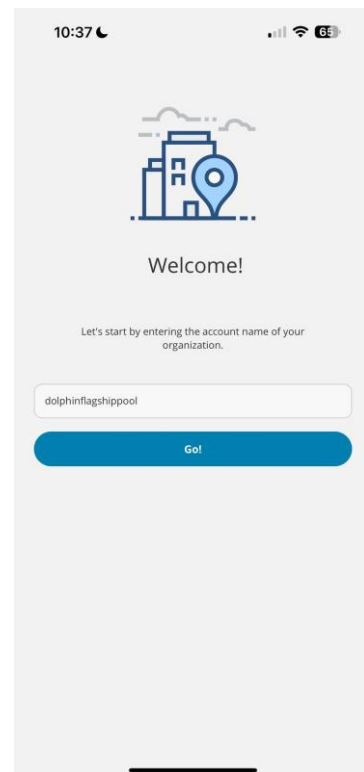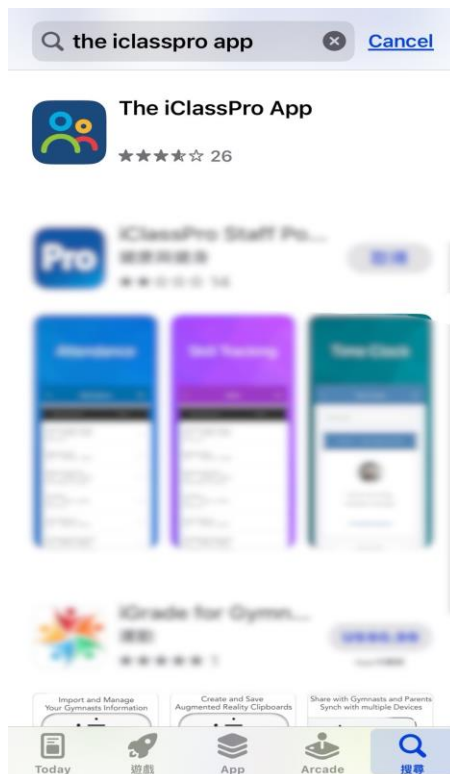iClassPro
Mobile App

<u>Dolphin Swimming Flagship Pool</u>
<u>Online Registration Via Phone App</u>
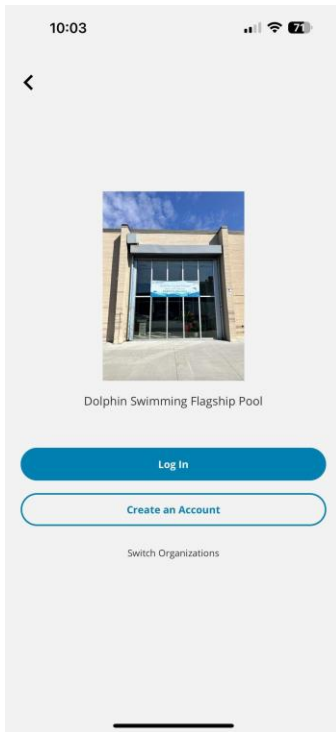### All registrations are online, it is REQUIRED to create an account!

- **Please always submit your request as soon as registration opens up**, as we keep a 1:4 instructor to student teaching ratio (up to level 7). All spots are on a first come first served basis.
- For beginners aged 6-8, please select a Junior Basics class.
- For beginners aged 9-17, please select a Teen Level 1 class.
- For a new student who is able to swim with breathing independently, please email us at andy@dolphinswimming.com to schedule a potential assessment based on availabilities.

Part 1: Creating an account:

1. In your app store, please download "**The iClassPro App**".
   After downloading, please enter "**dolphinflagshippool**" for the organization code.
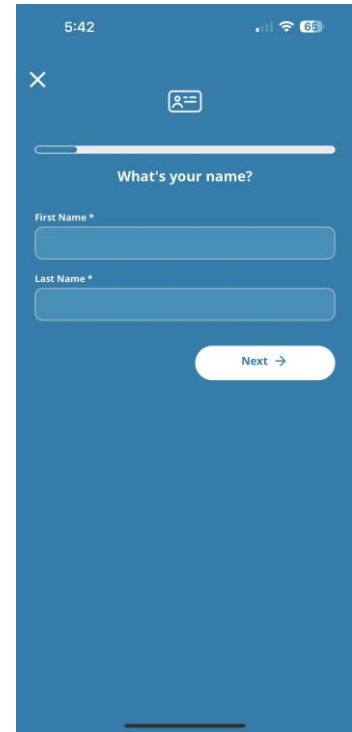
2. Once in the portal, click "**Create an Account**" and follow the instructions to enter the information needed (Email, guardian name, phone number, password, address, student information, accept policies).
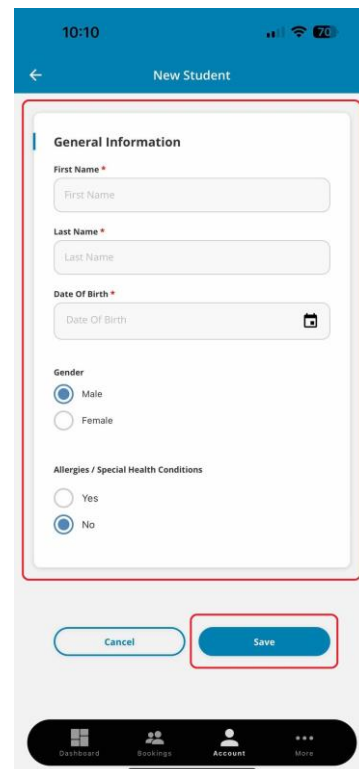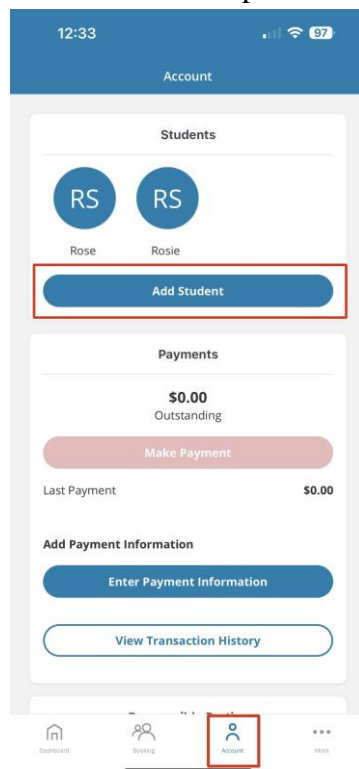
> Once you have your account created, you may click on "**Log In**" in the future.

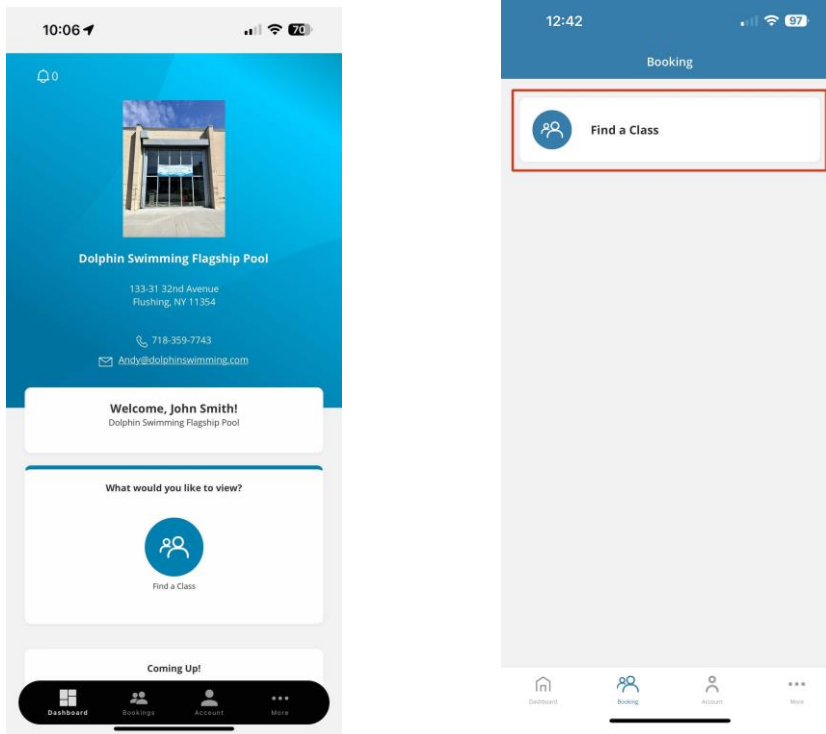> For this part, please enter the **guardian's name**, and not the student's name!

3. If you have multiple children in your family, you can add another student by clicking "**Account**" at the bottom and then click "**Add Student**".
   Enter the student information per instruction and click "**Save**".

Part 2: Online Registration

1. Once you have the account set up, login with the password you have created, or you can always recover your password with the email address linked to your account.
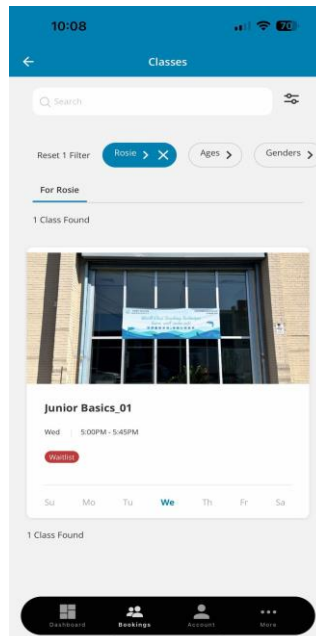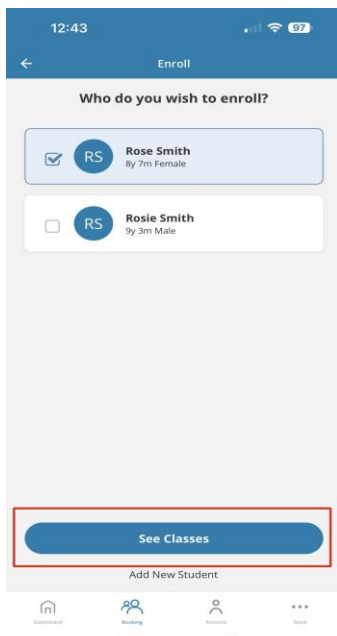   After logging in, click "**Booking**" at the bottom, and then click "**Find a Class**".

2. Select the student you wish to enroll and click "**See Classes**"
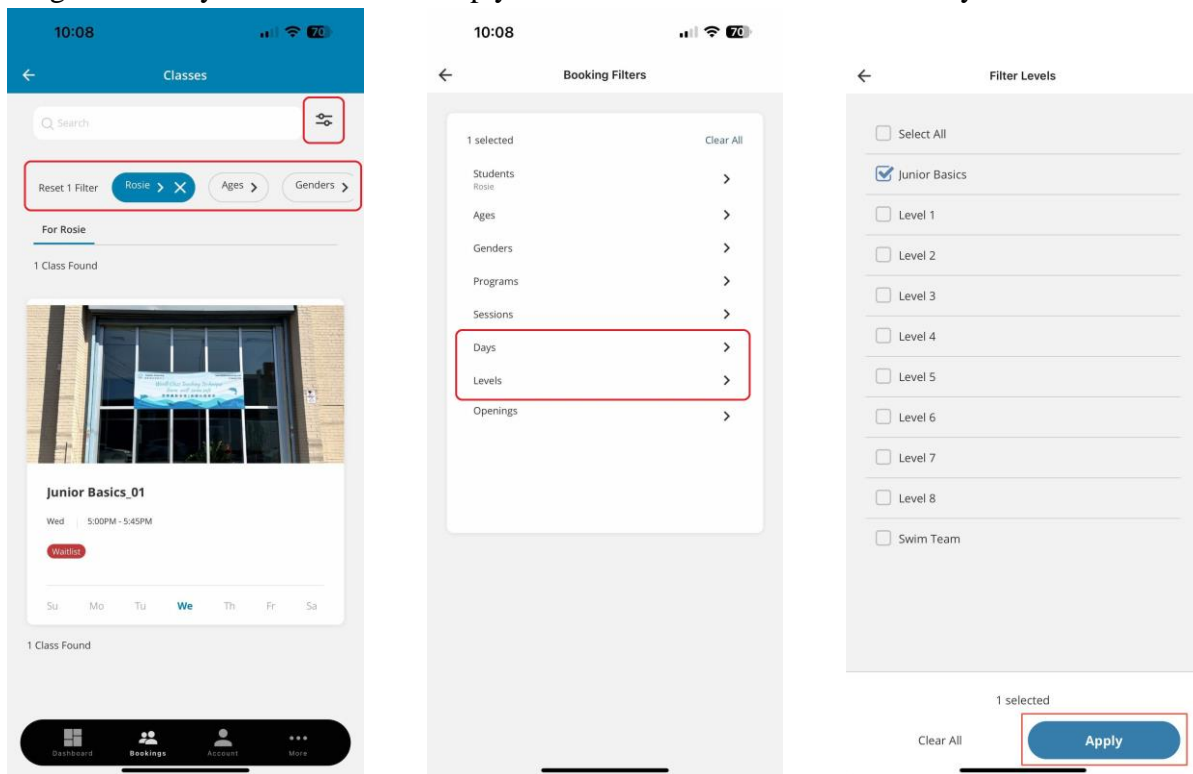   You will be able to see all the classes that are available here.
   *Please note that you will be seeing all classes online as "waitlist" and that is normal because none of the requests is finalized until we give you a call to confirm.

PLEASE NOTE:

- Junior level classes from Junior Basics to Level 5 are only for students between age 6-8

- Teen level classes from level 1 to 5 are only for students between age 9-17

- Classes from level 6 and up are combined age groups

3. Filtering out the days and levels will help you find the class desired more easily.
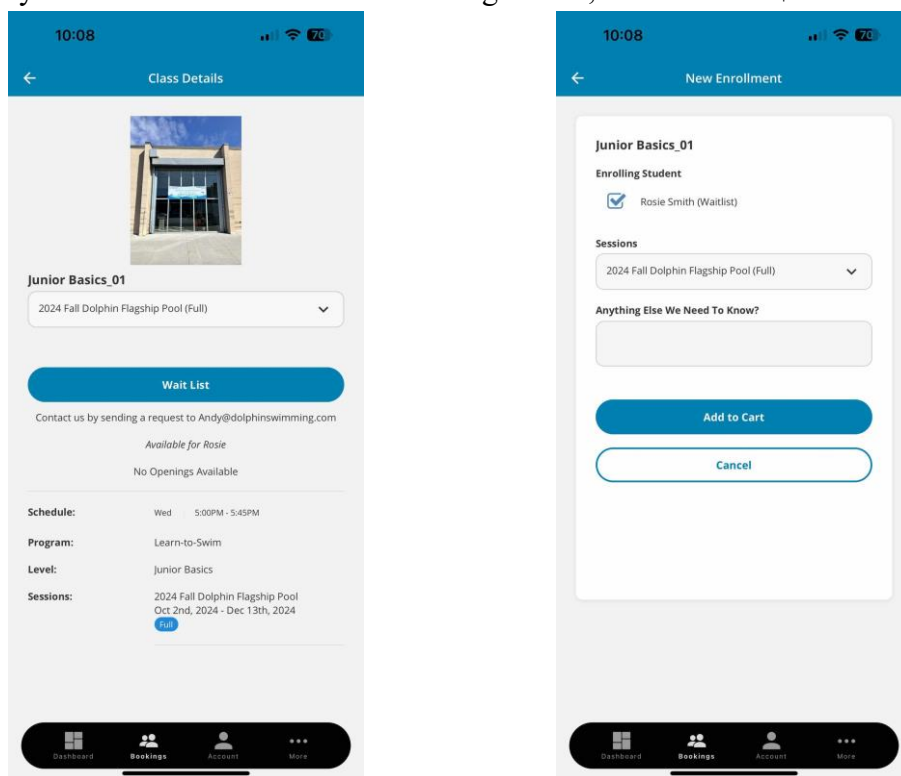

4. Select the class you wish to enroll and click "**Wait List**"
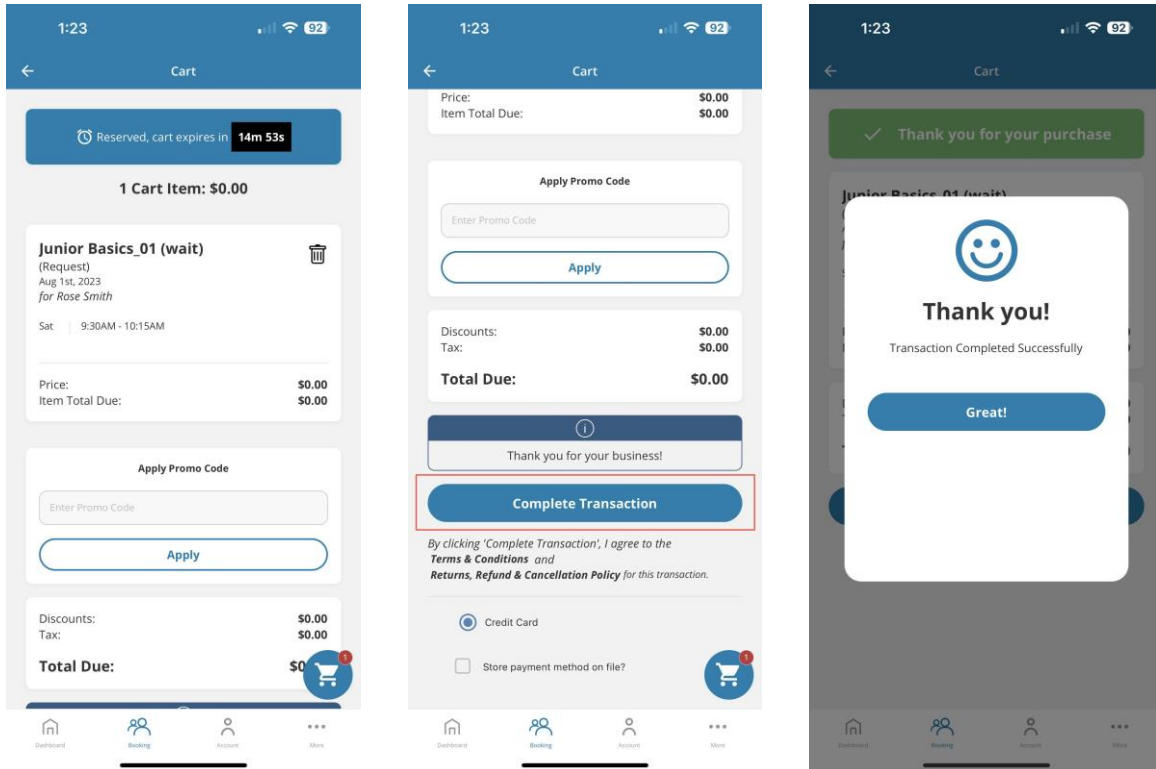Under "Anything else we need to know?", type in any notes, if any, and click "**Add to Cart**"
For example, you can add notes such as:

"Hi, my child Rose had done a water testing before, so we have a $50 credit, thank you!"

5. Double check everything and **BE SURE TO CLICK** "**Complete Transaction**"
   (The total amount due is $0 because this is only a request, our staff will review and call to confirm)
   (You won't have to leave a credit card/bank account information right away)
   You should reach the completion page and receive an email to confirm that your request has been received. **Please note submitting a request DOES NOT guarantee a spot; no payment is due until we approve your request.**

6. **Please wait for our staff to call you for confirmation!** We will provide detailed information needed before the class starts and inform the payment amount. Payments will need to be made in one of the following ways:
   a. **Cash:** bring in-person on site (when open)
   b. **Personal checks**: bring in-person on site (when open) or mailing (preferably certified mail)

   Your online registration is now all done!