

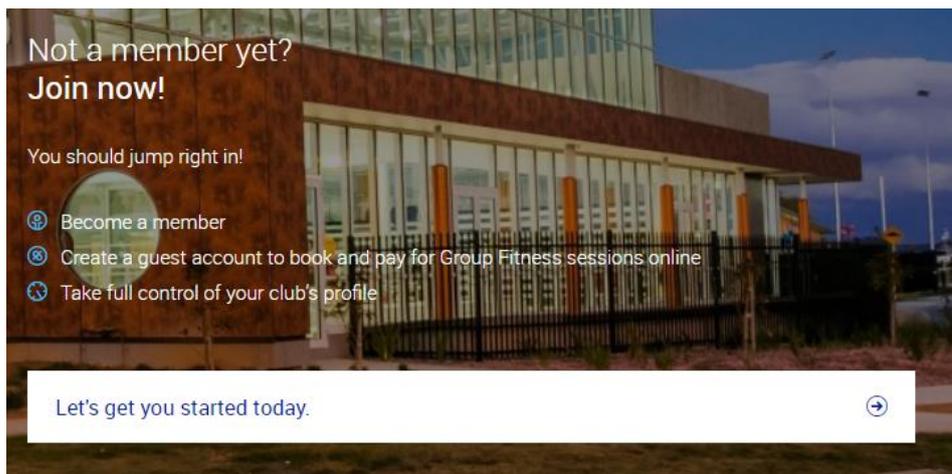
# Enrolling in Gymnastics Lessons

All Gymnastics enrolments are now made through the BALC Online Portal. Families now have the option of choosing a class time and level that suits them best from the available options. For instructions of how to enrol and for assistance choosing the right class for your child, continue reading.

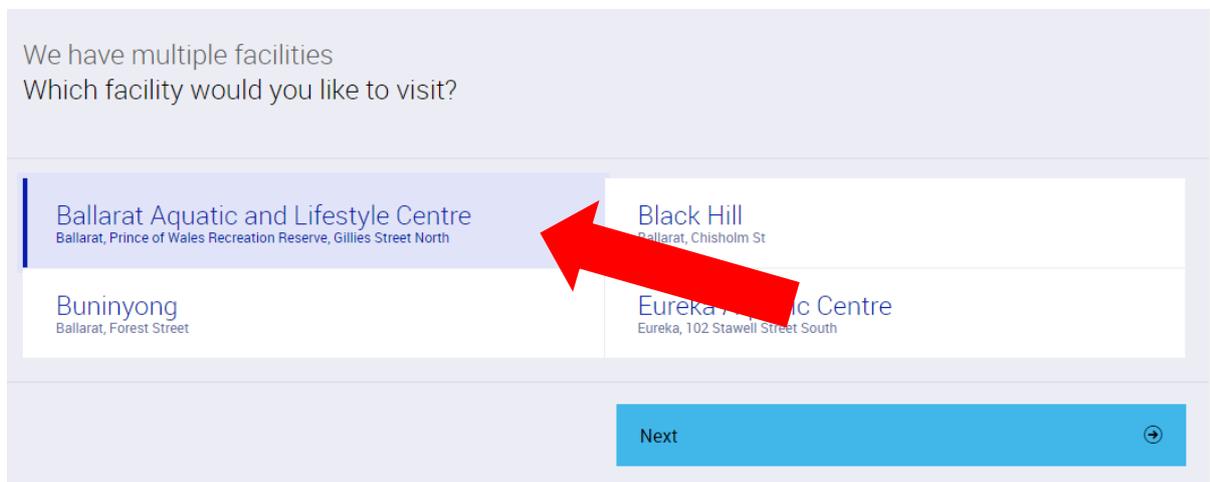
1) To log into the BALC Online Portal, visit <https://www.ballarataquaticcentre.com/member-portal/> and click the **BALC Online Portal Log In** button.

2) If you have created a BALC Online Portal account in the past, please log in now and skip to **Step 7** to add your child to your account.

If you are a new member, click 'Join Now'. This will allow you to create a profile and book your child in for gymnastics lessons.



3) Select 'Ballarat Aquatic and Lifestyle Centre' and click 'Next'.



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4) Select 'Guest Account' and 'Next'.



**IMPORTANT! You must create a Guest Account as a parent/guardian first. Once you have created your account, you will be able to link your child/ren.**

Ballarat Aquatic Centre  
Which option do you prefer?

[Guest Account](#) [Memberships](#)

[Previous](#) [Next](#)

5) Click 'Create Free Account' and 'Next'.

We offer two sign up options - memberships and class packs  
Which one do you prefer?

[Memberships](#) [Class Packs](#)

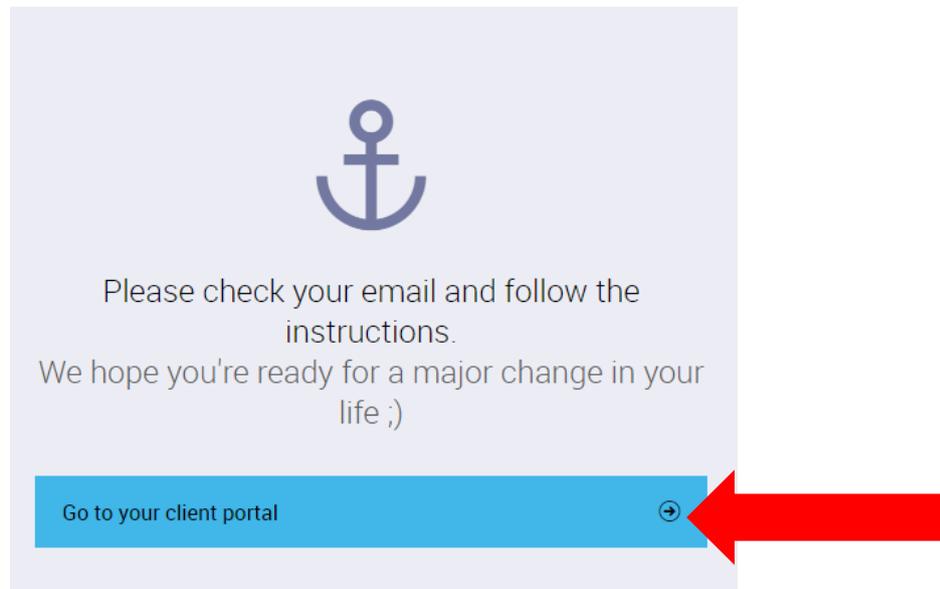
**CREATE FREE ACCOUNT**  
Start with a free account to book casual group fitness classes and pay as you go.

[Previous](#) [I have a discount code](#) [Next](#)

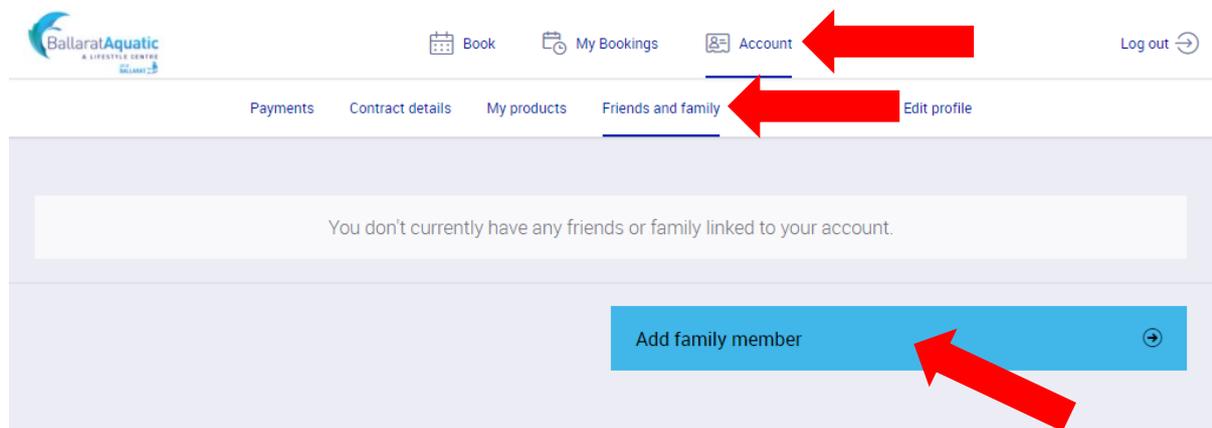
You can now enter all your details in the required fields. Ensure that you read and complete the Pre-exercise Screening Tool and agree to our Terms & Conditions. Once you have done this, click 'Create Account' at the bottom of the page.

## Enrolling in Gymnastics Lessons

6) You can now access your client portal to add your child to your account. Click 'Go to your client portal'.



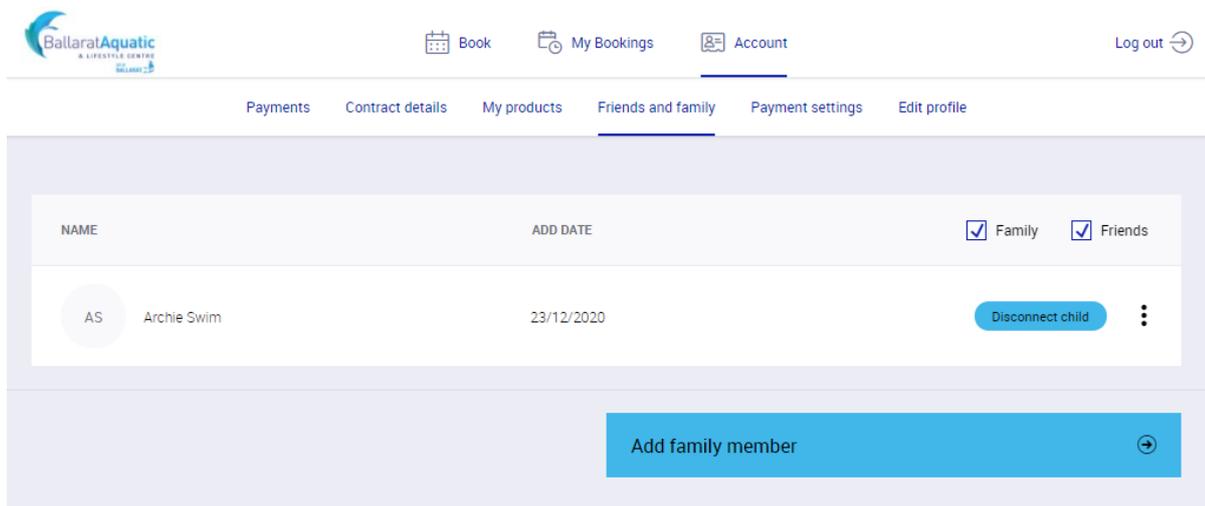
7) To register a child, select 'Account' > 'Friends and Family' > 'Add family member'.



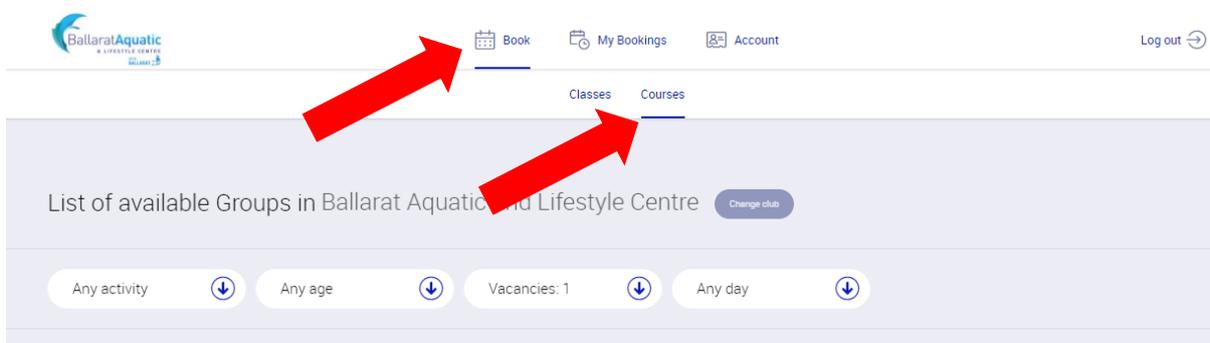
8) Create a Guest Account for your child following the same process from Step 4. **Please note that when creating your child's account you DO NOT NEED to enter an email address.**

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9) Once completed, click 'Go to family' to confirm your child has been linked. You can add additional children at this point by clicking 'Add family member'.



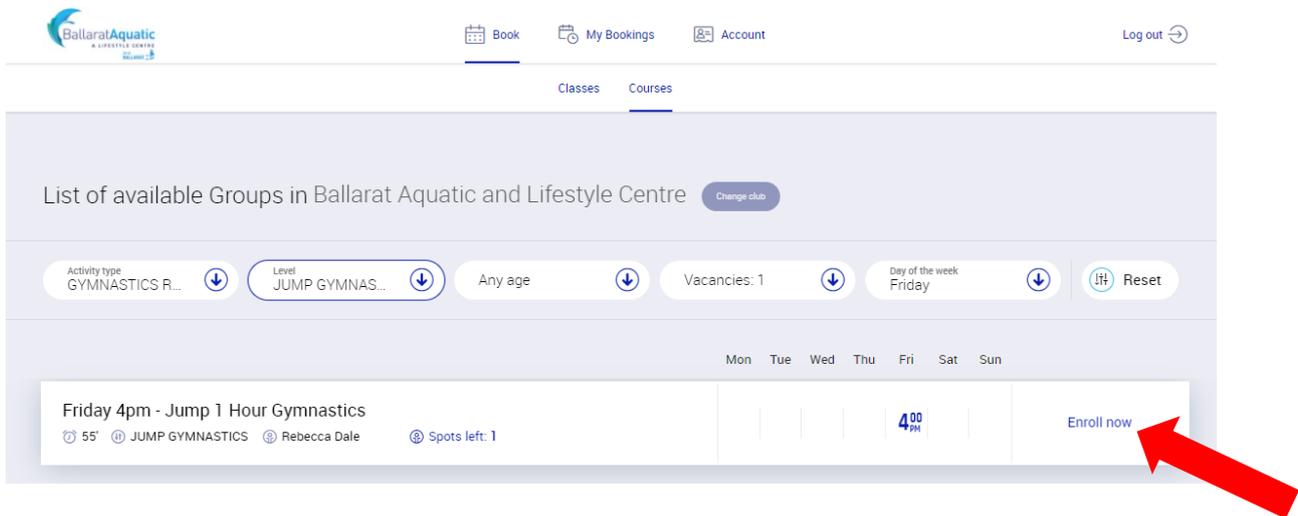
10) You are now able to book your child into available gymnastics lessons. To view available class times, click 'Book' and 'Courses'.



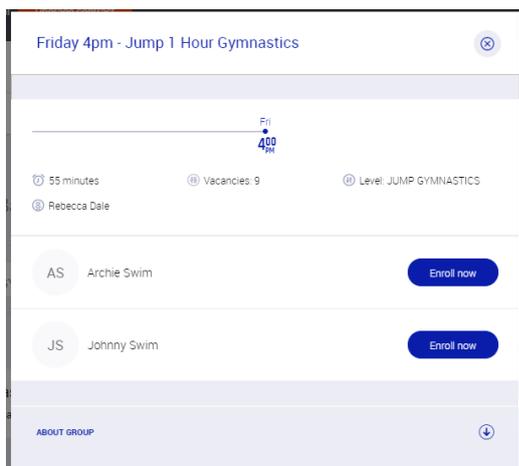
If you are unsure which level your child should be in, please [CLICK HERE](#) to view our Gymnastics Level Chart.

# Enrolling in Gymnastics Lessons

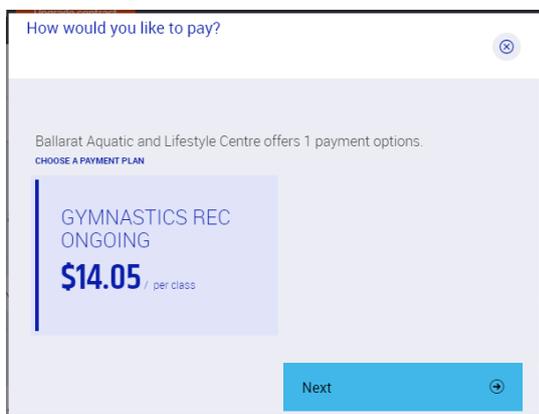
11) Once you have found a class that you would like to enrol your child into, click 'Enroll Now'.



12) Select the child who you would like to enrol for that class.

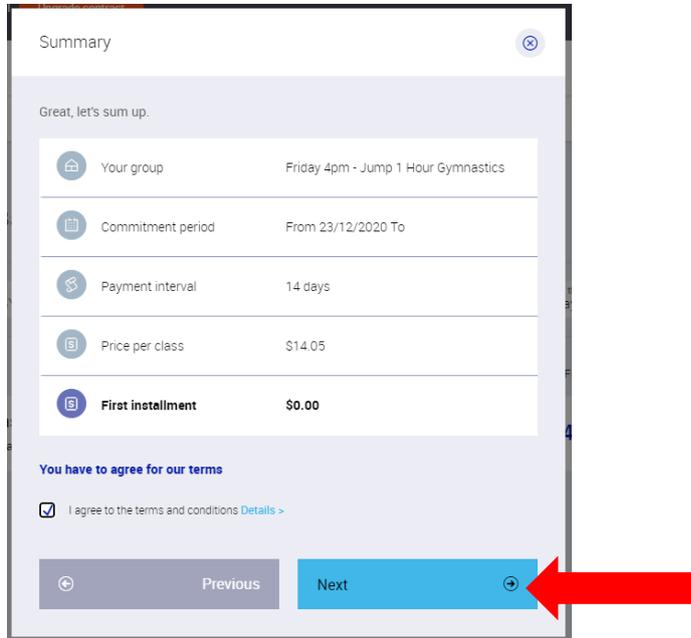


13) Choose a payment option and Click 'Next'.



# Enrolling in Gymnastics Lessons

**14).** Read and agree to all terms and conditions and then click 'Next'. Please note you will be required to electronically sign.



Summary

Great, let's sum up.

Your group	Friday 4pm - Jump 1 Hour Gymnastics
Commitment period	From 23/12/2020 To
Payment interval	14 days
Price per class	\$14.05
<b>First installment</b>	<b>\$0.00</b>

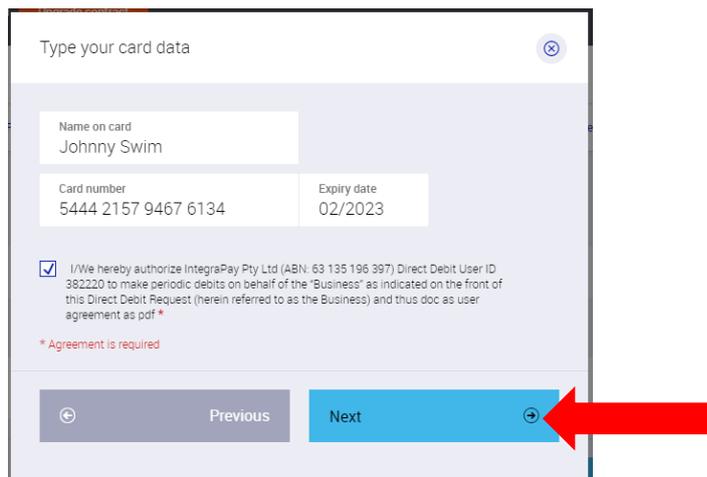
**You have to agree for our terms**

I agree to the terms and conditions [Details >](#)

[Previous](#) [Next](#)

**15).** Choose a payment method and then 'Add new payment source'. This payment source will be used to pay for your child's swimming lessons. Note that selecting Debit/Credit Card will redirect you to 'Account' > 'Payment settings'.

**16).** Enter your details and select 'Next'.



Type your card data

Name on card  
Johnny Swim

Card number  
5444 2157 9467 6134

Expiry date  
02/2023

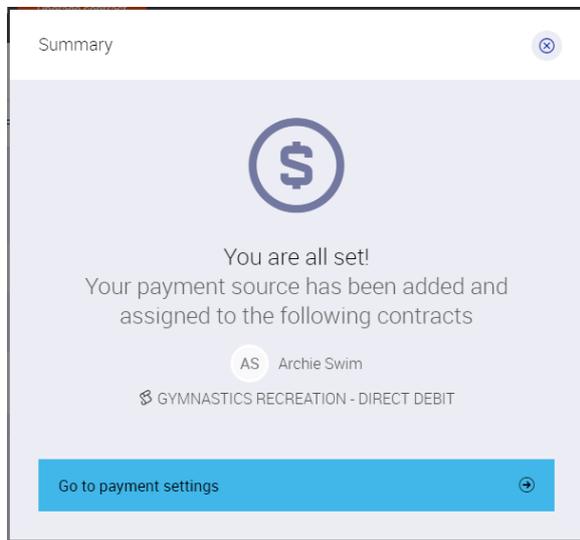
I/We hereby authorize IntegraPay Pty Ltd (ABN: 63 135 196 397) Direct Debit User ID 382220 to make periodic debits on behalf of the "Business" as indicated on the front of this Direct Debit Request (herein referred to as the Business) and thus doc as user agreement as pdf \*

\* Agreement is required

[Previous](#) [Next](#)

# Enrolling in Gymnastics Lessons

17). Your booking will now be confirmed!



18). To view your upcoming classes, click 'My Bookings'.

