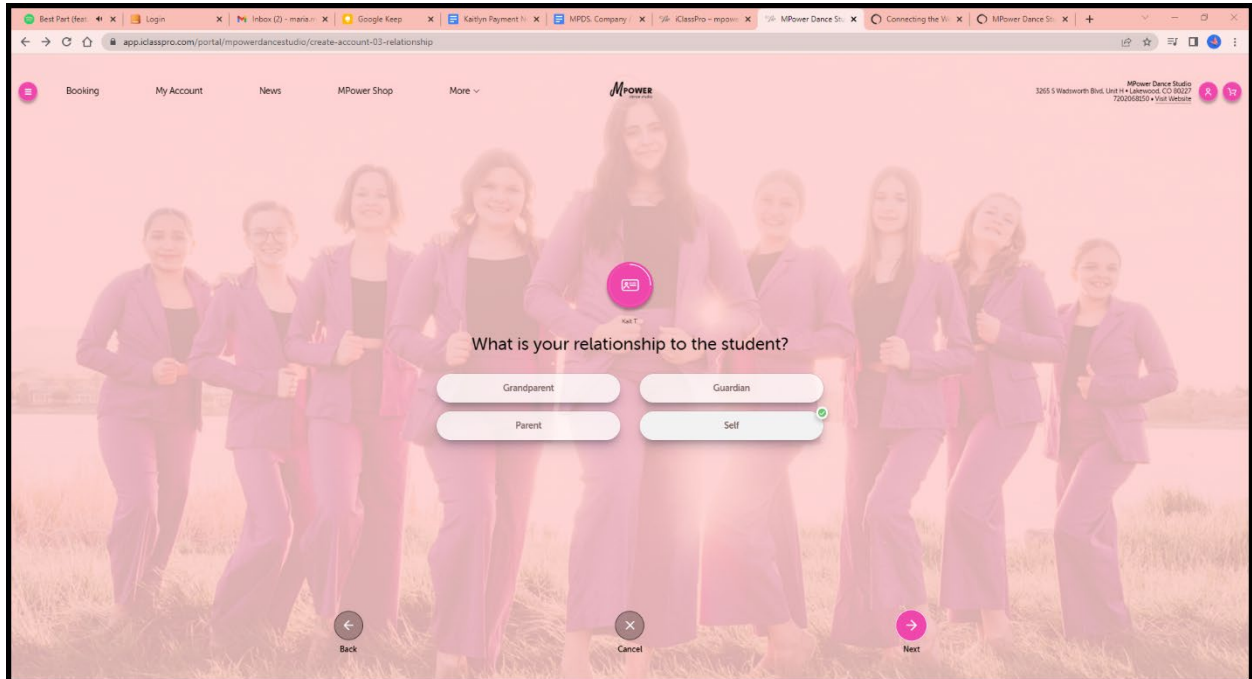


I CLASS PRO – ACCOUNT CREATION:

Step 1: Select [Create Account](#)

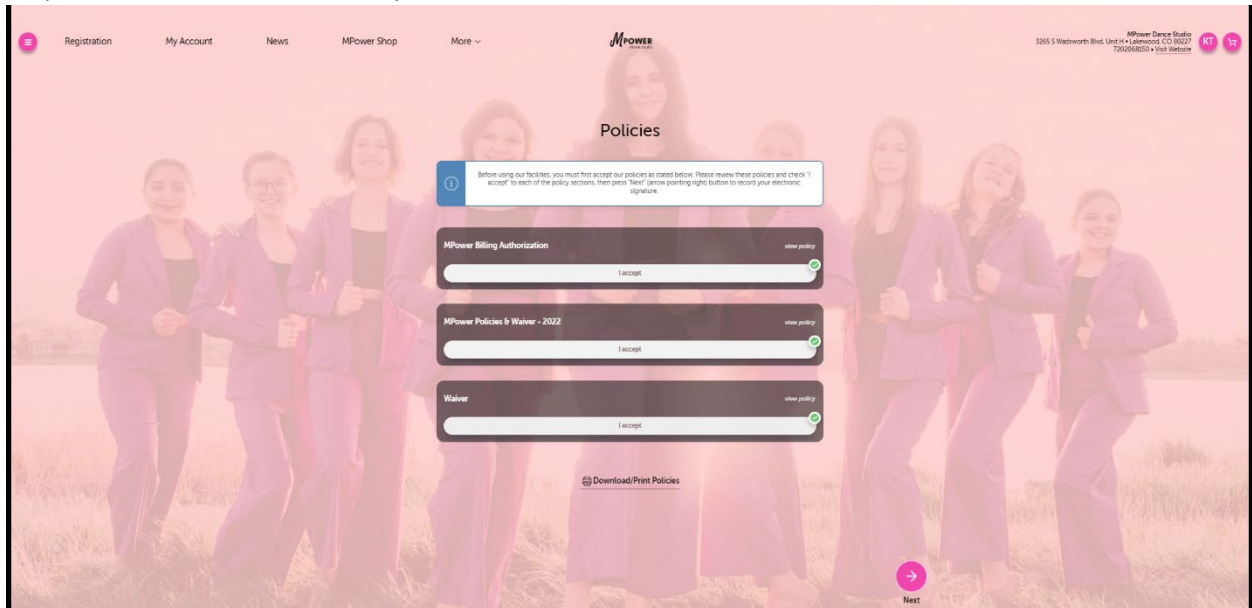
Step 2: Choose Relationship to Student



The screenshot shows a web browser window with the URL `app.iclasspro.com/portal/mpowerdancestudio/create-account-03-relationship`. The page features a navigation bar with links for Booking, My Account, News, MPower Shop, and More. The main content area has a pink background with a group of dancers in purple suits. A central question asks, "What is your relationship to the student?". Below the question are four buttons: Grandparent, Guardian, Parent, and Self. The "Self" button is highlighted with a green checkmark. Navigation buttons for Back, Cancel, and Next are visible at the bottom.

Step 3: Enter Information (Name, Email, Phone, Billing Address, Password)

Step 4: Create Account and Accept Policies.



The screenshot shows the "Policies" section of the MPower website. It features a pink background with a group of dancers in purple suits. A central heading reads "Policies". Below the heading is a blue information box with a question mark icon and the text: "Before using our facilities, you must first accept our policies as stated below. Please review these policies and check 'I accept' in each of the policy sections, then press 'Next' (arrow pointing right) button to record your electronic signature." Below this are three policy sections, each with a "view policy" link and an "I accept" button with a green checkmark: "MPower Billing Authorization", "MPower Policies & Waiver - 2022", and "Waiver". At the bottom, there is a "Download/Print Policies" link and a "Next" button.

ADULT GROUP CLASSES – ACCOUNT CREATION (cont):

Step 5: IMPORTANT - Click “Yes, Create Student” and you will be directed to this page:

Enter your child’s name and information

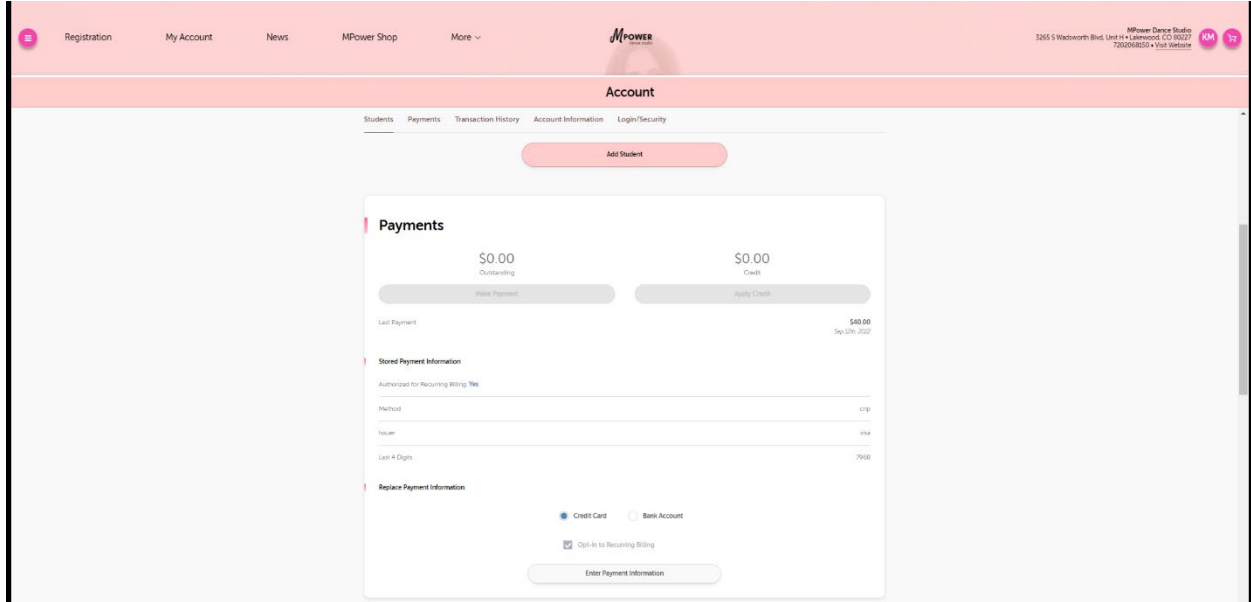
The screenshot shows the 'Kait's Student Details' page in a web browser. The page has a pink header with navigation links: Registration, My Account, News, MPower Shop, and More. The MPower logo is in the center, and the address '3205 S Wadsworth Blvd, Littleton, CO 80120' is on the right. The main content area is titled 'Kait's Student Details' and contains two sections: 'General Information' and 'Student Medical Information'. The 'General Information' section includes fields for Name (First Name: Kait, Last Name: Tester), Date of Birth (Month: 12, Day: 14, Year: 1995), Gender (Male, Female), and Allergies / Special Health Conditions (Yes, No). The 'Student Medical Information' section includes fields for Hospital / Clinic Preference, Insurance Carrier / Company, and Policy Number. At the bottom, there are 'Save' and 'Cancel' buttons.

STEP 6: Success! Click Close

The screenshot shows the same 'Kait's Student Details' page, but with a success message overlay. The message is a white box with a green checkmark and the text 'Kait Tester was created successfully'. Below the message is a 'Close' button. The background form is dimmed, and the 'Save' and 'Cancel' buttons are visible at the bottom.

ENROLLING IN CLASSES:

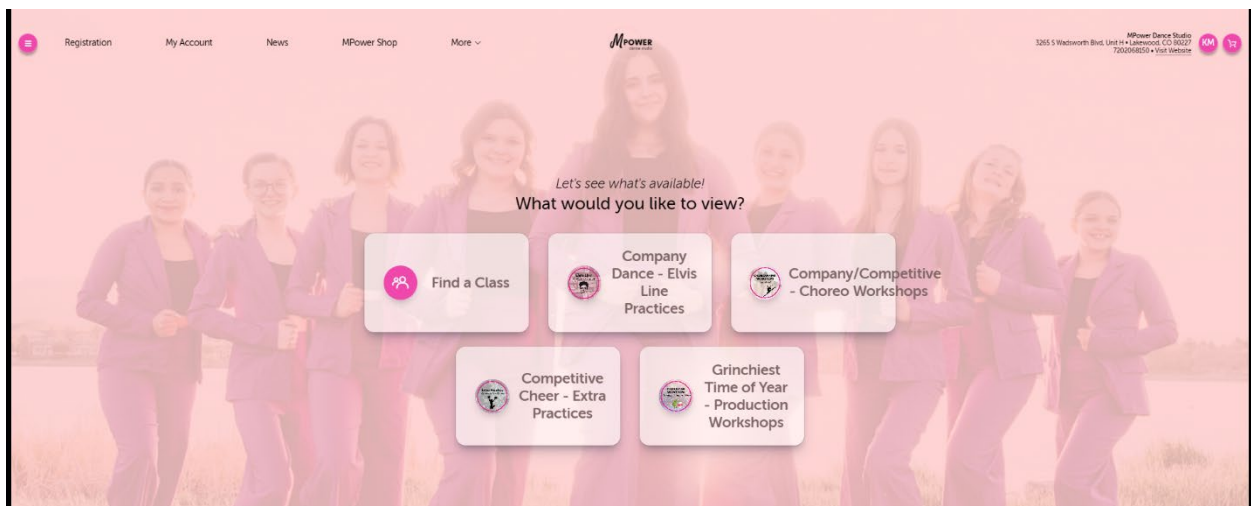
Step One: Enter your Billing Information on the [My Account Page](#). *This can also be done after you complete before you complete step four in the registration process*



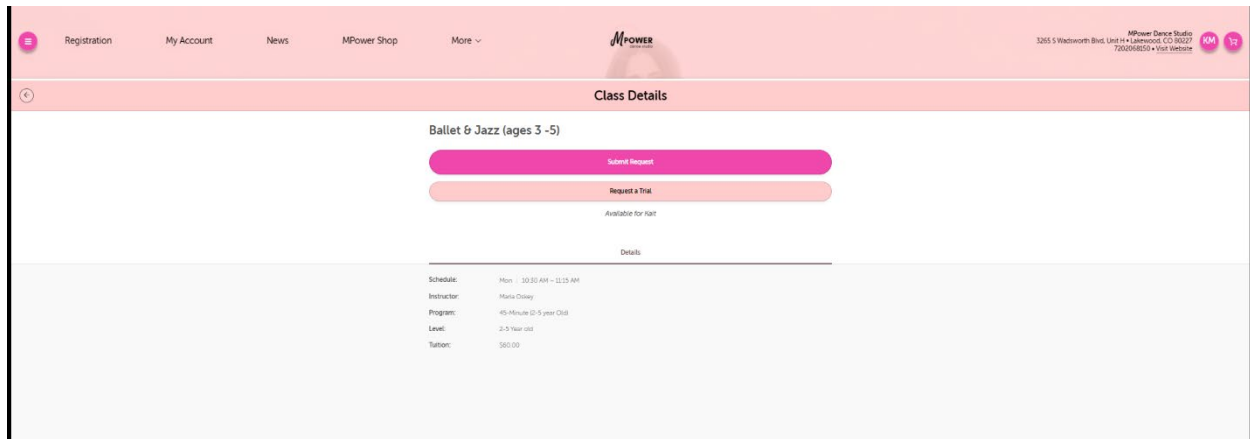
The screenshot shows the 'Account' page of the MPOWER website. The navigation bar includes 'Registration', 'My Account', 'News', 'MPOWER Shop', and 'More'. The 'Account' page has sub-tabs for 'Students', 'Payments', 'Transaction History', 'Account Information', and 'Login/Security'. A prominent 'Add Student' button is visible. The 'Payments' section displays a balance of \$0.00 Outstanding and \$0.00 Credit. Below this, there is a 'Last Payment' section showing a payment of \$30.00 on 09/29/2022. The 'Stored Payment Information' section shows a card authorized for recurring billing, with details for Method (016), Year (VISA), and Last 4 Digits (7956). The 'Replace Payment Information' section offers options for 'Credit Card' (selected) and 'Bank Account', along with a 'Sign-In to Recurring Billing' link and an 'Enter Payment Information' button.

After you enter your Billing Information you can email ap.mpowerdance@gmail.com to get enrolled in your classes. Or you can follow the steps below:

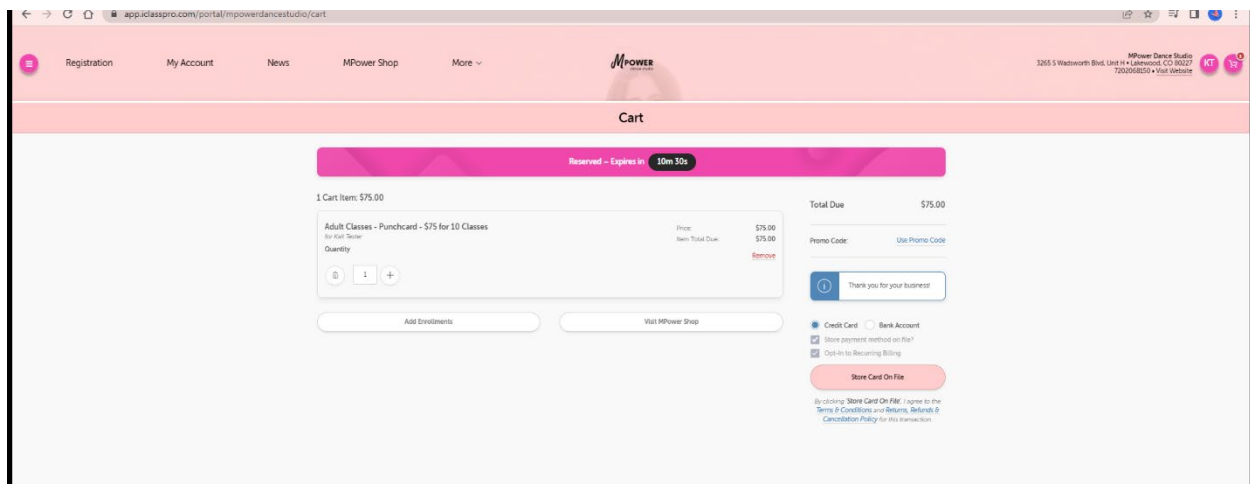
Step Two: Click "[Registration](#)" and Select "Find a Class"



Step Three: Select the Student you would like to register (*IMPORTANT - You will need to add your child as a Student before this step*). Select the Class you would like to register for and click “Submit Request”



Step Four: Click “Add to Cart”. If you want to add additional enrollments after you are brought to your cart, click “Add Enrollments”



Step Five: The balance due should be \$0.00 since you are just requesting to enroll in the class. Once your enrollment is approved by our team, you will receive an email confirmation and the card on file will be charged for the prorated amount based on your enrollment date. After your initial membership payment, all monthly membership dues will be due on the 1st of the month going forward after your first payment date.

Customer Portal: <https://app.iclasspro.com/portal/mpowerdancestudio>

Questions: Email ap.mpowerdance@gmail.com