

VIRGINIA DAVIS SCHOOL OF DANCE

PARENT PORTAL INSTRUCTIONS

<https://dancestudio-pro.com/online/virginiadavisschoolofdanceregistration>

Virginia Davis School of Dance Login Classes Contact

Please sign in

Email Address:

Password:

Passwords are Case-Sensitive

Sign in

Forgot your password?

First time here?

Create your account today! Don't worry, it's quick and easy!

Create Account

Welcome to Virginia Davis School of Dance!

Select Create Account.

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Online Parent Registration

First, let's see if you are already setup in the system. Just type your last name and see if the system can find you.

Enter Your Last Name

Find Me

If your child was previously a student at Virginia Davis School of Dance, you should already be in the system. Enter your last name and click **Find Me**.

ENTER YOUR LAST NAME

Find Me

Click on your name in the list. **I searched and still don't see my name.**

If you do not see your name, click on ***I Searched and still don't see my name.***

Name	Ad
Elizabeth Burdick	

Click on your name

Register New Parent

Location

First Name*

Last Name*

The Register new parent form opens. Complete the information

Once you have logged in, the portal opens. Here you will manage your children, register for classes, pay tuition, etc. Please read and sign the waiver also.



If you have special requests, comments, questions, do not see a class you want or are interested in being a Demonstrator, Ready, Set, Dance, private or semi-private classes, please send an email to info@virginiadavis.com. You can do this while Registering by selecting "More" from the Ribbon and then selecting "Contact."



Make Online payment



Calendar

If there are messages, the **Message** icon will show the number of unread messages. Please read any messages first.

If you select **Manage Students** and your child danced with us during the 2016-2017 season; you should see their name below.

My Family Members

Reminder: Please remember to make sure your child's age is correct. Classes are based on age.

[Add a Student](#) [Register for Classes](#) [Pay Online](#)

[My Weekly Schedule](#)

Name

Jane England
14 years old.

Classes

Upcoming Classes

If you do not see their name, select **Add a Student**, search for their name and if not found, select **Click here to add them** and complete the form and **Save Student**.

Select **Register for Classes**. The Class Registration page will open with a list of classes available for your child. Check the classes you want.

NOTE: If you do NOT see the class(es) you want for your child, please go back and make sure you have entered their birthdate correctly. Classes are based on birthdate.

Class Registration

Please note the following terminology:

Beginning (Beg.) classes are no experience necessary.
Continuing (Cont.) classes mean past years of dance studio experience.

Scroll down the page to see all of the classes available for each of your students. As you scroll, check the boxes choosing classes, scroll all the way to the bottom and click the "Enroll Now" button.




To enroll a student (your child or yourself), they must first be added as a student in the system. If you have not

[Add a Student](#)

2017-2018 Session

Check the box in the front of any class you want your child to take.

Jane England

Class	Location
<input type="checkbox"/> 14-15 yo Cont. Tap	Virginia Davis School of Dance  Virginia Davis
<input type="checkbox"/> 14-15 yo Cont. Ballet/Pointe	Virginia Davis School of Dance  Virginia Davis
<input type="checkbox"/> 13-15 yo Cont. Jazz	Virginia Davis School of Dance  Shannon Ingalls

Select **Enroll Now**.

Your choices are saved, but you're not done yet. You owe a registration fee of \$19.60.

Finish Registration Now

Double check your class choices and select **Finish Registration Now**. Until you pay the registration fee, your child is not enrolled.

2017-2018 Session

Jane England

Future Tuition Charges

By submitting payment and enrolling in classes, your tuition will be:

Student	Tuition Rate
Jane England	\$442.80 starting September 5 (2017-2018 Session)

The tuition (**for one term**) is displayed.

Please read the waiver and check you agree. This will Provide a link for payment.

Virginia Davis School of Dance Registration

Participation Agreement: I understand that Virginia Davis School of Dance will be attended at our own risk and that Virginia Davis School of Dance, LLC and any instructors or agents of Virginia Davis School of Dance LLC may not be held liable for any injuries, property loss or theft. In case of injury or illness while participating, I authorize medical care for my child and accept responsibility for medical expenses. I agree to make all tuition payments. I understand there are no refunds on tuition or costume payments. I hereby consent to the photographing of my child and the use of these photographs for advertising, publicity, commercial or other business purposes.

I have read and agree to the terms and conditions

Registration Fee:	\$19.60
Convenience Fee:	\$0.39
Total Due:	\$19.99

Please accept terms and conditions above to continue.

Pay with Credit Card

Pay with Card

Select **Pay with Card**.

Continued:

Virginia Davis School of D...
Virginia Davis School of Dance Onlin...

Email

Card number

MM / YY CVC

Pay \$19.99

The online payment popup box will open. Complete the form with your email address, card number, expiration and security info.

NOTE: We do **NOT** keep your credit card info on file.

You have successfully registered your child for classes. **NOTE** since the schedule is tentative and some may not move forward, Miss Kay may contact you regarding changes.

Account Info is where you can update your contact information, change your password and view payment history. There is also a link to pay online.

Calendar: Shows your child's classes.

Shared Files: If the studio or teacher is sharing files, they will be here.

Shared Files
Documents, Files and Forms shared by the studio

Shared Files Class Files Class Music

Shared Files

Make Online Payment: Show Statements, and allows you to pay your tuition. It also will show a payment history.

NOTE: Statements will be sent prior to each term and you will receive them via email. They are viewable here also.