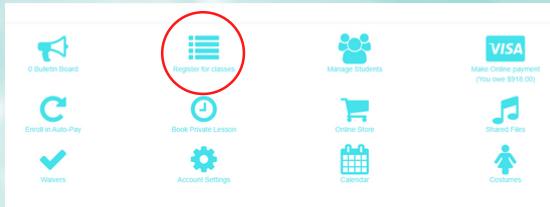


# Parent Portal Instructions

- Logging in and creating an account will allow you to register for classes and make payments.

The screenshot shows the "Please sign in" page of the Parent Portal. It includes fields for Email Address and Password, a note that Passwords are Case-Sensitive, and a "Sign In" button. Below these is a "Forgot your password?" link. A red arrow points to this link. A note below it reads: "Do not create a new account if you forgot your password. Select "forgot your password" to be reconnected to your account." At the bottom, there's a "Create Account" button with a red arrow pointing to it, and a note: "New students: Create an account if you would like to attend a trial class or register for classes."

- Scroll to the bottom and select "Register for class"



- Select available classes. Scroll down to the bottom and click the "submit" button.

The screenshot shows the "Class Registration" page. It has a note: "If you need any assistance with registering please contact the studio. Scroll down the page to see all of the classes available for each of your students. As you scroll, check the boxes for each class in which you would like to enroll. When you are done choosing classes, scroll all the way to the bottom and click the "Submit" button." Below this is a "Add a student" button. The main area lists classes for "Mason Hinde":

Class	Location	Days	Spots Left	Tuition
Monday & 10 Acro Ages 7-9 (Recital C) <small>(This Class is Full)</small>	In Studio Class 1 Teal Room	Monday 6:30 PM - 7:15 PM Sep 10 - Jun 25	0	\$60.00
Monday & 11 Hip Hop/Dazz Ages 7-9 (Recital C) <small>(This Class is Full)</small>	In Studio Class 1 Purple Room	Monday 5:15 PM - 6:15 PM Sep 10 - Jun 25	0	\$60.00
Monday & 10 Acro Ages 7-12 (No Recital) <small>(This Class is Full)</small>	In Studio Class 1 Purple Room	Monday 6:30 PM - 7:15 PM Sep 10 - Jun 25	0	\$60.00
Tuesday 4:00 Acro Ages 9-12 (Recital A) <small>(This Class is Full)</small>	In Studio Class 1 Purple Room	Tuesday	11	\$60.00

## Payment Instructions

- CONTACTLESS PAYMENTS: All dancers are required to have a credit card on file.
- Your account balance will show all current and future tuition and items that are due.
- Your full "balance" will never be autocharged. Autopay payments will only be run on their due date.
- Click on make a "payment" to view a breakdown of what is due.

The screenshot shows the "Your Account" page. It features the Platinum Performance Dance Academy logo. A red arrow points to the "You owe \$918.00" message. Below it is a "Make Payment >>" link. A note says: "The portal balance will show all current and future tuition and items that are due." Another red arrow points to this note. At the bottom, it says: "You are not signed up for Auto-Pay" and "Enroll in Auto-Pay >>". The "Current Students" section lists "Mason, Peyton". To the right, the "Today's Schedule" shows: "5:10pm - Peyton - Wednesday 5-10 Acro Ages 10 and Up (Recital C) In Studio Class Teal Room". A "Other Days >>" link is also present.

- After selecting make a payment then select "other"

You owe \$918.00

**Online Payment**

- Pay Balance for all students (\$918.00)
- Pay for all overdue items (\$916.00)
- Other

**Next**

Name	Balance	Statement
Mason Hinde	Owes \$182.00	<input type="button" value="View"/>
Peyton Hinde	Owes \$736.00	<input type="button" value="View"/>

- A scroll down menu will show with all items present and future that have been posted to your account. Select the item you would like to pay for. Check the registration packet for due dates. (Competition team please check your itinerary for due dates).

You owe \$918.00

**Online Payment**

Pay for **Peyton**

Select item...

- Competition 2 Entry Fee Balance Due 1/16
- Rental Costume Due 11/21
- December Tuition - Due 12/1**
- Solo with Miss Jess - 1/1

**Start Over**

Name	Balance	Statement
Mason Hinde	Owes \$182.00	<input type="button" value="View"/>
Peyton Hinde	Owes \$736.00	<input type="button" value="View"/>

- If you select one of the items on the menu, the amount will show. This does not process the payment until you select "next" and finish the "make a payment directions".

You owe \$918.00

**Online Payment**

Pay for **Peyton**

Select item...

**Payment Items**

Peyton	December Tuition - Due 12/1	430.00	<input type="button" value="X"/>
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Total Payment:	430.00
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**Start Over**

**Next**



Name	Balance	Statement
Mason Hinde	Owes \$182.00	<input type="button" value="View"/>
Peyton Hinde	Owes \$736.00	<input type="button" value="View"/>

# Additional Portal Information

On your home page you have access to additional studio information.

Here are a few highlights:

- Costumes (Only available after 11/15)
- Class Music (Not all class music is available. Please call the studio if you need access to your class music.)
- Registration forms
- Online store

Your Account

You owe \$918.00

[Make Payment >>](#)

⌚ You are not signed up for Auto-Pay  
[Enroll in Auto-Pay >>](#)

Current Students: Mason, Peyton

✉ 0 New Notes to Read  
[Go to Bulletin Board >>](#)



0 Bulletin Board



Register for classes



Manage Students



Make Online payment  
(You owe \$918.00)



Enroll in Auto-Pay



Waivers



Book Private Lesson



Account Settings



Online Store



Calendar



Shared Files



Costumes

Costumes

Mason



Thursday 6:15 Boys Only Hip Hop (Recital C)

\$11.00  
Waiver will be signed on 4 Matching recital pants



Sunday 12:00-1:00 or 3:00-4:00 Production  
(Company Class)

See info on details

Accommodation details: 103  
- Teacher will be present at all times  
- Neuroscience exercise (C or post)  
- False Estimates (Silver Gold, Gold Bars, Platinum Components)  
- Other half time costume changes  
- Company Class Re-use costumes  
- Company Class Re-use costumes  
- Mason may split the older companies to match the younger  
- Dress Rehearsal  
- Team Spots  
- Team Spots  
- Baby Blue



Platinum Performance Dance Academy

Shared Files

Documents, Files and Forms shared by the studio

Shared Files Class Files Class Music

Class Music

Mason

• Sunday 12:00-1:00 or 3:00-4:00 Production (Company Class) Production, Spring Break

• Due (M/F) - Mason & Seminars "But A Move" Due At Least

Peyton

• Sunday 1:00 Bronze/Silver Hip Hop (Company Class) Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Friday 1:00 Bronze/Silver Hip Hop (Company Class) Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Monday 7:00 Specialty Acro B Company Class Re-use "Klein Invasion" Klein Invasion

• Sunday 10:00 Specialty Contemporary (Company Class) Re-use "Nothing Else Matters" Nothing Else Matters

• Saturday 10:45 Specialty Contemporary (Company Class) Re-use "Nothing Else Matters" Nothing Else Matters

• Saturday 11:00 Bronze/Silver Hip Hop (Company Class) Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Friday 1:00 Bronze/Silver Hip Hop (Company Class) Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Monday 7:00 Specialty Acro C Company Class Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Saturday 10:00 Specialty Acro C Company Class Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Saturday 10:45 Specialty Acro C Company Class Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Monday 7:00 Specialty Acro C Company Class Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Saturday 11:00 Bronze/Silver Hip Hop (Company Class) Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Saturday 11:45 Specialty Acro C Company Class Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Sunday 12:00 Bronze/Silver Hip Hop (Company Class) Re-use "I'm A Bee" & "I'm A Bee" (2nd)

• Due (M/F) - Mason, 4 Peyton (Seminar You Loved) Seminar You Loved

Platinum Performance Dance Academy

Home

Shared Files

Documents, Files and Forms shared by the studio

Shared Files Class Files Class Music

Shared Files

- Contact Waiver
- Dress Code - Updated 2020
- Registration Form
- Registration Packet 2020-2021

Platinum Performance Dance Academy

Home

Account

More

Online Store

My Order

Main

Accessories

Competition Team

Gift Card

Platinum Clothing

More



Featured Items



Black Water Bottle

15.00



Gift card

5.00



Pirouettes/Half Shoe

22.00