

Registering using ITSportsNet

Step 1: From the SGS website, under the recreational tab you will find the current session schedule and click on “Click here to register”. This will take you to the ITSportsnet member’s log-in area.

Step 2: On the left side of the page click “Don’t have a login?”. Fill in the fields with parent’s information and click “submit”. It will verify that an account have been created for you.

Step 3: Click on “Member login” on the left side panel and log into your newly created account.

Step 4: Click on “Registration” on the left side panel which will bring up the current session you are wanting to register for...click on it!

Step 5: Click on “Create new registration” and read the waiver. At the bottom of the page there is an “I Agree” button, click that to continue.

Step 6: Fill in your family profile and click on “Create Family”. Add family members that you would be potentially registering for classes (if you do it now you will not have to at a later date).

Note that email for each member should be the email that you check most frequently

Step 7: Click “add members” and you can review all the information you have put in and edit as needed. When you are ready, click “continue with registration”

Step 8: You will see that “Step 1” of the registration process has a check mark (√) beside it indicating it’s complete. Click on “Step 2” to add the parent’s information (most of the information will automatically be entered in the fields. Just fill in the rest of the required fields). Then click “Done”.

Step 9: Now you are onto your child’s information. Choose the family member you want to register and add the required information (again most of the information will already be in the fields). Then click “Done”

Step 10: Choose the program and class that you want to register for. First choose the program (Pre-school, School age, or Special Programs) and then choose the class you would like (the “class name” drop down box has all the possible classes in that program you previously selected so just choose a day and time that you would like to register for). Then click “Done”.

Step 11: If you need to register more family members, click on the “add registration items” link. If you are done, click on the “Select payment option” button.

Step 12: Choose your payment method. This registration system is the same as our previous registration system in the sense that if you choose the “offline payment method” (meaning you either come into the gym and pay with cash, debit, Visa or MasterCard or call in with a credit card number) they system gives you 5 business days to do that before the registration is deleted.

Step 13: YOU ARE COMPLETE!!! You can either print off the confirmation or just simply close or log out of your account.

***NOW WASN’T THAT SIMPLE AND PAINLESS!!! We are all looking forward to a great 2013-2014 season**