How to enrol online



Check your access to Member Wizard (current members)

1. **Register in Member Wizard:** If you haven't already registered in Member Wizard, do this before enrolment day. "Registration" simply means setting a new password using your member number or email address to identify yourself to the system. (You can find more details on **how to Register and use Member Wizard** on our website or by getting a handout from Reception.
2. **Login to Member Wizard** and verify your details, especially your email address.

Prepare your class list beforehand

1. Make **a list of the 2027 classes** you want to enrol in.
2. **Check the limits** on your preferred courses and be aware of **Waitlists**
3. **Choose the classes you want to enrol in first.** Be sure to enrol in your top preferences first.

On the day

1. **Login to Member Wizard**. There will probably be a **rush at 9 am** on Monday 23 November for current member online enrolments.
   Note 1. Do not login before 9 am – if you do, you'll need to login again after 9.00 am.
   Note 2. If you can't see the "Enrol now" or "Join Waiting List" button, you are not logged in properly!
2. Use the **Filter** and **Search**. This is the fastest way to find the courses you want to enrol in.
3. Add your chosen courses to your **Shopping Cart** by clicking the "**Enrol Now**" or "**Join Waiting List**" button for each course.
4. Once you have all your classes, **click/tap the green Checkout button** to view your shopping cart.
5. Review your list of classes, then **click/tap the green Checkout button again** to finalise your enrolments.
6. You should see the message "**Thank you. Your enrolment is complete**."
   If you don't see this message, you are not enrolled!

Pay your membership

1. We recommend you **pay online with your credit or debit card using Stripe** (which is very safe) – no need for a Stripe account. You can do that on the day or later. Click/tap the Pay now button.
2. If you are on waitlists for all your choices, or you prefer to pay at Reception, you can do this later. If you have a printer, print out and bring your Statement with you. **Remember to pay before you attend your first class!**