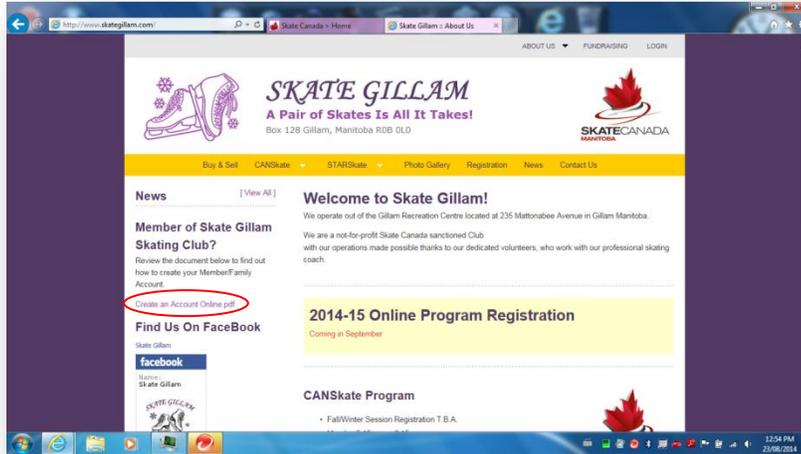
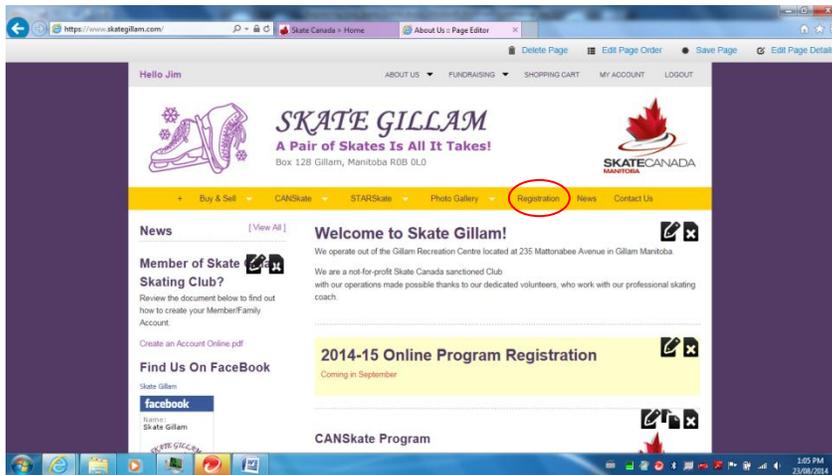


Registering Your Skater Online

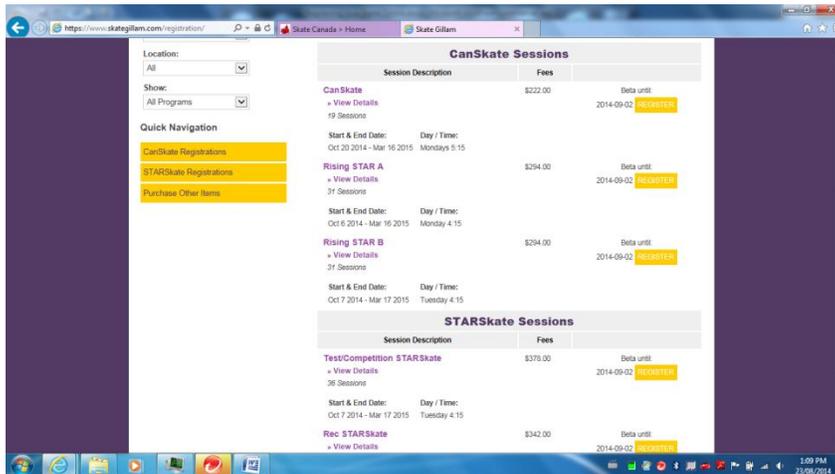
1. Before you are able to register your skater online you must first create your own account. To do this please follow the “Create an Account Online.pdf” on the front page of our web site.



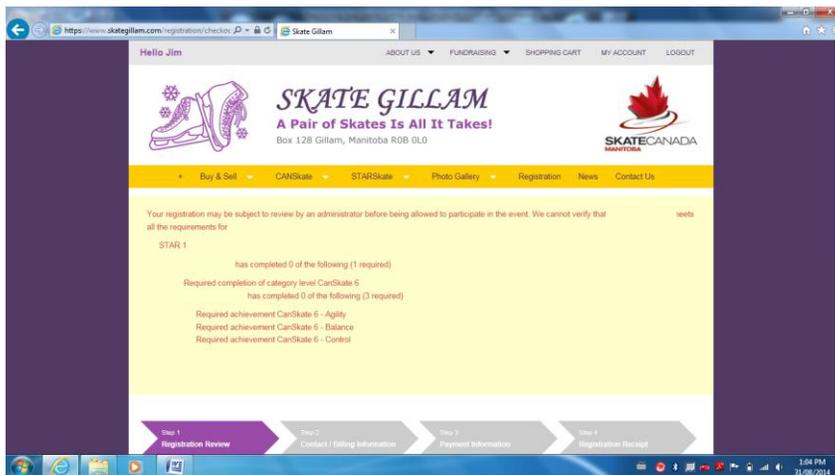
2. Once your account is created and your participants have been added **Log into your account** and open the “Registration” tab.



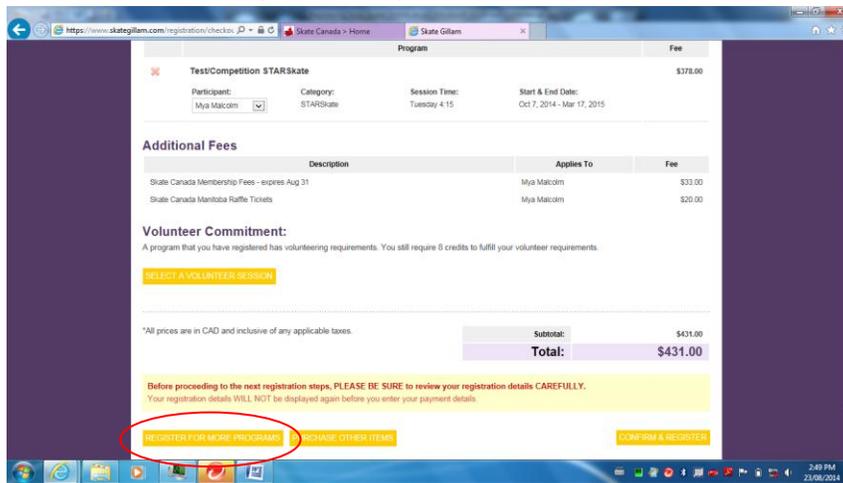
3. You can now select one of the CanSkate Sessions or one of the StarSkate sessions. If you are unsure of where your skater should be placed please e-mail skategillam@gmail.com.



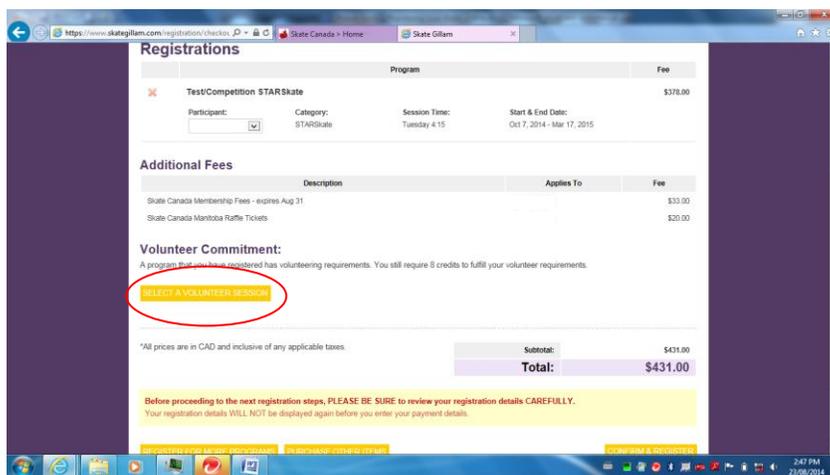
(You may see a message that your skater doesn't meet some or all requirements in order to register. You will still be able to continue with your registration. This is in place until your skater's profile is updated with their achievements by the Skate Gillam Executive.)



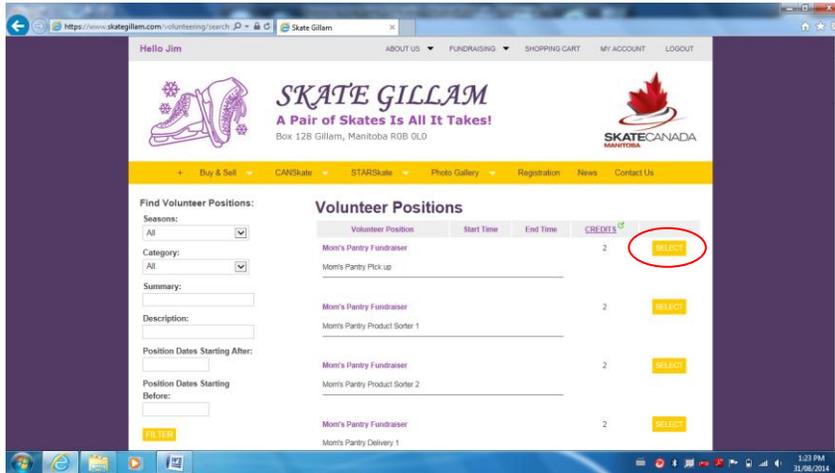
- To register another skater, scroll to the bottom of the page and click on “Register For More Programs”. This will take you back to the CanSkate and StarSkate Session page where you will again choose your session and skater. (Only 1 skater skip to # 5)



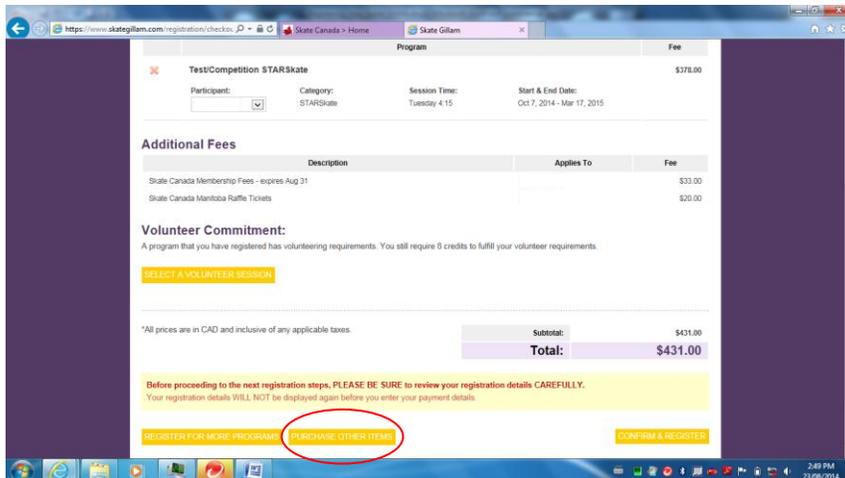
- You must acquire 10 points per skater, in order to proceed with your registration (2 points per skater are automatically assigned in the form of Skate Manitoba Raffle Tickets). You will not be able to proceed with your skater registration until you either sign-up for the required volunteer position/event credits (#6 & #7) or have selected to payout your volunteer commitment (#8).
- If you are willing to help fundraise you will be required to sign up for your choice of events. Event sign-up will be on a first registered first served basis – register early to have your choice of events. Click on “Select A Volunteer Session”.



- From the “Volunteer Positions” screen please select which events that you would like to participate in by choosing the “Select” button beside the position/event. Please only select enough positions to cover each skater’s required credits. If you are looking for a particular position/event please search under “Find Volunteer Positions” or scroll through each page.

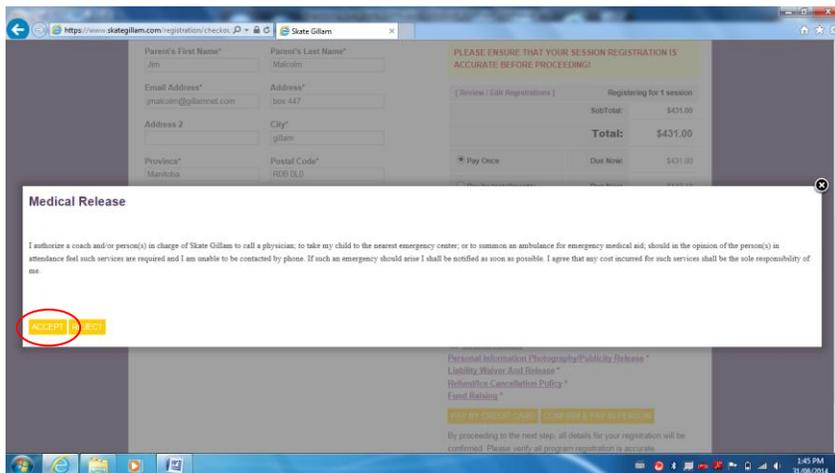
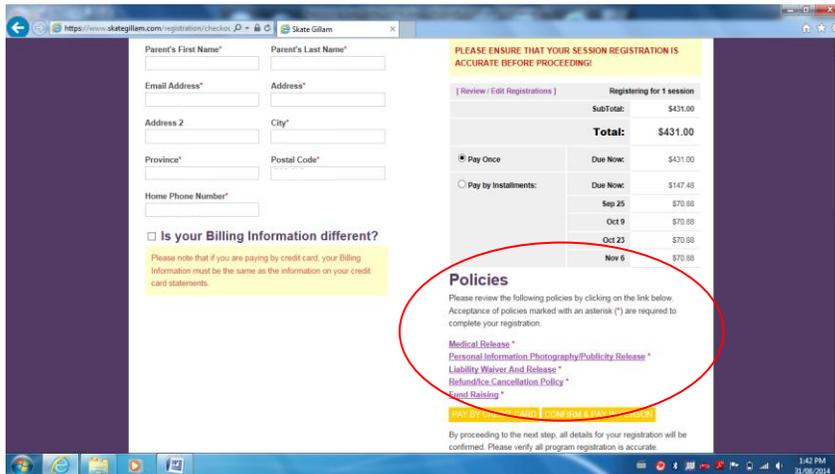


- If you wish to “Payout” your fundraising which exempts you of any volunteer commitment click on “Purchase Other Items” and select “Membership Fund Raising Policy”. Skate Gillam requires payment of \$125.00 per skater.



- If you wish to purchase “Extra Ice Session, Casual Session, Punch Pass, or Graduated Skater” these can also be found in the “Purchase Other Items” section as well. **Please note: these require approval from the club and professional coach**

- Before you submit your registration you will be required to read and acknowledge several policies. Click on each policy. You indicate your agreement with these policies by clicking on “Accept”.



- You can now review your order and submit your registration.
- You have the option to either “Pay Once” with your credit card, “Pay by Installments” with your credit card or if you wish you can select “Confirm and Pay in Person”. Skate Gillam will accept cash and/or cheques made payable to “Skate Gillam”. Drop off payment to the Skate Gillam President and/or Treasurer.
- “Logout” once you have completed your online session.