

Register for MBT's Summer Program is ONLINE!

Register for Summer 2016 at Metropolitan Ballet Theatre & Academy using our online registration program called **MINDBODY Online Store & Scheduler**. Please read these directions first and then try it out! This registration is best done on a computer, not a mobile device.

Click on this link: <https://clients.mindbodyonline.com/classic/home?studioid=45408>

*For existing MBT parents/students:

- 1) If you have accessed our site before, login and continue to step 5.
- 2) If you have not logged in before, click the "My Profile" tab. Type your first and last name into the "New to our Site" box – OR – connect via facebook.
- 3) Your name should pop up on a list. Click "this is me" next to your name, enter your email address or phone number (it has to match the one on file for you at MBT) and **MINDBODY Online Store & Scheduler** will prompt you to accept MBT's terms and conditions, verify your account and set up a login.
- 4) Once you set up your login, you will need to wait until MBT verifies your account to go further. This could be immediate or could take up to 24 hours.
- 5) Once your account is verified, login and do the following **FIRST**:
 - a. Check your profile and make sure MBT has current information on file for you, especially your child's birthday. Update your mobile alert preferences if you would like to receive messages and updates to your phone.
 - b. Under "family members" on your profile, click the circle button "YES" listed under your child to pay for your child. IT'S VERY IMPORTANT THAT YOU DO THIS - it will allow you to enroll your child in a camp/class through your profile. Otherwise, YOUR name will appear on the roster and not your child's name.
- 6) To register your child for camps/classes:
 - a. Click on the "Enroll for Summer 2016" tab and select "Summer Camps" or "Summer Classes" from the drop-down menu. You can "View all" of the offerings or "View Current Week" and use the calendar icon.
 - b. Find and purchase your desired camps and/or classes and check out online. For camps you have the option to pay in full, or pay in two installments.
 - c. If you register for multiple weeks of camp, we will adjust your account balance in the office to reflect the 10% discount on the lower-priced weeks after the first week.

*For NEW clients:

- 1) Click the "My Profile" tab.
- 2) Type your first and last name into the "New to our Site" box – OR – connect via facebook.
- 3) Create your account and accept the terms & conditions:
 - a. Complete profile and set a password for your account.
 - b. Under "family members" on your profile, input information for your children or other family members. Make sure to click the "YES" circle button to pay for your family member. IT'S VERY IMPORTANT THAT YOU DO THIS - it will allow you to enroll your child in a camp/class through your profile. Otherwise, YOUR name will appear on the roster and not your child's name.
- 4) Follow step 6 above.