

## How to Register for a Class

To register for a Pique Dance Studio class online you will first need to find the class you wish to take by clicking the **Find a Class or Register Here** button located on the left side of the Pique website.



You will be brought to the first step in the process, the Class Finder.

### Class Finder: Step 1

*Choose the type of class you wish to find* by selecting from the drop-down menu. The available choices are Dance, Advanced and Adult.

#### Dance Classes

If you wish to register for a standard dance class, choose “Dance” from the drop-down menu and proceed to the next step. In order to register your child for a Dance class, you will need to enter your child’s date of birth in the format YYYY-MM-DD.

#### *Enter your child’s date of birth*

(format YYYY-MM-DD)

Enter your child’s date of birth and click the **Next** button.

You will then be prompted to choose the *type* of class you wish to find.

#### *Choose the type of class you wish to find*

The available choices are:

- All Classes
- Ballet
- Ballroom

- Contemporary Jazz
- Fitness
- Highland
- Hip Hop
- Jazz
- Jumps & Turns
- Modern
- Mom & Me
- Musical Theatre
- Paula Morgan
- Pilates
- Pointe
- Tap

This drop-down menu serves to *filter* the visible classes so your class is easier to find.

Choose the type of class you wish to find and click the **Next** button.

*You may proceed to the “Choose your class(es)” section of these instructions.*

### Advanced Classes

If you wish to register for an Advanced class, choose “Advanced” from the drop-down menu and proceed to the next step. In order to register for an Advanced class, you will need to enter the code provided to you by the Pique staff. Please [contact](#) Pique if you have not yet obtained your code.

*Code*

**Next**

Enter your code into the form and click the **Next** button.

*You may proceed to the “Choose your class(es)” section of these instructions.*

### Adult Classes

If you wish to register for an Adult class, choose “Adult” from the drop-down menu and proceed to the next step.

## Choose your class(es)

Upon reaching the Choose your class(es) page, you will be presented with a short list of classes that correspond to the type of class and age group you have chosen.

Classes for the Fall Semester are listed first, followed by the same classes scheduled in the Winter semester. When registering for a Fall class, *please also register for the Winter semester to ensure the class is available in the second term.*

Each class is displayed in alphabetical order and lists details about the course to help you decide on the best class for your schedule and needs.

Example:

**Adult: Ballet**

Age group: Adult  
Monday, 9:00 pm, **2009 Fall semester only**

*Please also register for the Winter semester to ensure the class is available in the second term.*

\$220.00

**Register**

Click the checkbox marked *Register* to add this class to your registration.

Click the **Register** button at the bottom of the class list to proceed to the next step. You may register for as many classes as you wish. All of the classes added to your registration are summarized at the end of the registration process.

## Sign In or Create an Account

You will be prompted to sign in using your Pique username and password.

Please sign in so we may proceed with your registration.

**Username:**

**Password:**

**Sign in**

[I'm having trouble accessing my account](#)

## New to Piqué Dance?

**Create an Account**

After signing in you will be asked to associate the class you've chosen with a student in your account profile. If you already have an account with Pique, you may proceed to the "Choose the family member taking the class" section of these instructions.

If you cannot remember your login information, click the "I'm having trouble accessing my account" link to have your password reset and sent to you in an e-mail.

If you have not registered a class with Pique before, you will need to create an account by clicking on the **Create an Account** button.

## Create an Account

### Provide contact information

To create an account you will need to provide contact information for a primary and secondary account owners, your address, and any special information regarding your child.

Upon completing the required fields in the form an e-mail will be sent to the primary contact confirming the account.

Click the **Create my account** button and proceed to the next step.

### Build your account profile

The account owner is typically the parent or guardian of one or more children. You will need to enter information about your child(ren) to complete your account profile. If you are planning to take an Adult class, you will need to add yourself as a Student. You will only need to build your account profile once. However, you may add a new student to your account profile at any time.

Click the **Build My Account Profile** button to proceed.

### Add a Student

There might be several children and adults in your family that will be taking dance classes at Piqué Dance. By adding each of these individuals to your account profile, you can take advantage of volume discounts and other services offered by Piqué Dance.

Please add *every* family member that will be taking a class with us.

**First Name:**

**Last Name:**

**Date of Birth**

(format YYYY-MM-DD)

- Does your child have any life threatening allergies?
- Does your child have any physical limitations?
- Does your child have asthma?
- Is your child a diabetic?

**Please provide additional information if you checked any of the above boxes**

**Add a Student**

After adding a student to your account profile you should see a message appear on the page that confirms the student has been added:

Thanks! Johnny is now part of your account profile. If you are finished adding students to your profile, you can [continue with your class registration](#).

You may continue adding students to your profile, or click the “continue with your class registration” link to proceed.

### Choose the family member taking the class

Each class in your registration will be displayed above a drop-down list of students contained in your profile. In addition, an “Add a Family Member” link will be provided if you need to add a *new* student to your profile.

I need to [Add a Family Member](#)

**Adult: Ballet (Monday 9:00 pm)**

Johnny Smith ▼

**Adult: Jazz (Tuesday 8:00 pm)**

Johnny Smith ▼

**Adult: Jazz (Tuesday 8:00 pm)**

Johnny Smith ▼

Choose a student for each class in your registration.

## My Registrations

A summary of all the classes chosen will be displayed, including a "Remove" link in case you would like to remove a class from your registration.

Class	Level	Cost	Schedule	Student	
Adult: Ballet		\$220.00	Monday, 9:00 pm 2009 Fall semester	Johnny Smith	<a href="#">Remove</a>
Adult: Jazz	Level I	\$185.00	Tuesday, 8:00 pm 2009 Fall semester	Johnny Smith	<a href="#">Remove</a>
Adult: Jazz	Level I	\$185.00	Tuesday, 8:00 pm 2010 Winter semester	Johnny Smith	<a href="#">Remove</a>
Adult: Jazz	Level II	\$185.00	Thursday, 8:00 pm 2009 Fall semester	Johnny Smith	<a href="#">Remove</a>
Adult: Tap		\$175.00	Thursday, 7:00 pm 2009 Fall semester	Johnny Smith	<a href="#">Remove</a>
Adult: Tap		\$185.00	Thursday, 7:00 2010 Winter semester	Johnny Smith	<a href="#">Remove</a>

**Add Another Class**

**Checkout**

If you are satisfied with your registration list, click the **Checkout** button to proceed to the Registration Summary. Otherwise, click the **Add Another Class** button to begin at Step 1 and add more classes to your registration.

## Registration Summary

Please review your registration carefully. The class name, date, time, cost and the student is detailed for each class in your registration. Below the summary table is your total cost, including taxes and any available discounts. If you are not satisfied with your registration, click the **Go Back** button to add or remove classes.

Class	Level	Cost	Schedule	Student
Adult: Ballet		\$220.00	Monday, 9:00 pm 2009 Fall semester	Johnny Smith
Adult: Jazz	Level I	\$185.00	Tuesday, 8:00 pm 2009 Fall semester	Johnny Smith
Adult: Jazz	Level I	\$185.00	Tuesday, 8:00 pm 2010 Winter semester	Johnny Smith
Adult: Jazz	Level II	\$185.00	Thursday, 8:00 pm 2009 Fall semester	Johnny Smith
Adult: Tap		\$175.00	Thursday, 7:00 pm 2009 Fall semester	Johnny Smith
Adult: Tap		\$185.00	Thursday, 7:00 2010 Winter semester	Johnny Smith

Cash and cheque are the only accepted means of payment.

Order Cost	\$1,135.00
Total Discounts	\$92.50
GST	\$52.13
<b>TOTAL COST</b>	<b>\$1,094.63</b>

[Go back](#) [Register](#)

If you are happy with your registration, click the **Register** button. You will receive an e-mail confirming the classes in your registration and your details will be added to the Pique system.