

Instructions

Step 1 Creating Access

- For Computer [Click here to go to IclassPro](#)
- For Mobile - download the App to your phone

Start by locating our app for download. Go to either “Google Play” (for Android devices) or the “App Store” (for iOS devices). Once there, search for “The iClassPro App”, download it and click “Install.” It’s that simple, and FREE.

You can also find our app by navigating directly to these links:

Android -<https://play.google.com/store/apps/details?id=com.iclasspro.customerportal>
iOS - <https://itunes.apple.com/app/id1331001591>

Step 2 login - Existing Sports School Customers (boys previously enrolled)

When launching our Mobile App for the first time, you will be prompted to enter the name (code) for our organisation. Once entered, click “Submit”.

CODE IS - [kingsschoolremuera](#)

After clicking “Submit”, you will be prompted to either “Log In” or “Create an Account”. Choose to “Login In”

We have already set up your account and your registered email is the email address where you received BOOKING CONFIRMATIONS - Please enter this as your user email. Then you will NEED to create your own password by clicking on "FORGOT MY PASSWORD". Follow the steps to reset and then use your email and new password to LOGIN.

Step 2 Login - New Sports School Customers (Boys who have NEVER been enrolled before)

When launching our Mobile App for the first time, you will be prompted to enter the name (code) for our organization. Once entered, click “Submit”.

CODE IS - [kingsschoolremuera](#)

After clicking “Submit”, you will be prompted to either “Log In” or “Create an Account”. Choose to “Create an Account”

Then follow the steps to establish a new account. You will be asked to agree to our policies as well during these steps.

Step 3 Edit / Update & View Account

Once logged in, you will be directed to your “Account Dashboard” where you can Edit/ update and view your son’s account;

Bookings

By clicking on this you can view all sports classes that you can book your son into. Filter options by clicking “PROGRAMS”

Select the Class, Select which Child and click Submit Request.

All bookings will then be accepted or declined before being confirmed and payment can be made.

My Account

By clicking on this you can check your son’s information which includes - Enrolments, Attendance, Future Absences, Edit student, Makeups (Not Available for Sports clubs)

On the header bar you also have the option to view - Payments, Transaction History, Account Information, Family Custom Fields and Login/Security.

News

By clicking on this you can view Sports School updates.

Step 4 Payments & Check Out

Cart checkout is easy and must be done in order to complete any enrolments. Within 15 days of the booking being accepted the payment must be made or otherwise it will be *cancelled*.

To complete the checkout process, navigate to the “Cart” tab in the corner of the screen or “Payment” tab under **My Account**. From there, make sure to verify the class information showing. Next, verify the payment method you wish to use (bank Transfer or credit card).

When you are ready to complete your checkout, click “Complete Transaction” which will allow the system to attempt to run a payment. You will be notified if there is an error.

操作指南

步骤1 创建访问

- 电脑用户 [点击此处前往IclassPro](#)
- 手机用户 在手机上下载App应用程序

首先找到要下载的应用程序。您可以使用 Google Play (Android系统) 或 App Store (iOS设备)。打开后搜索“iClassPro App”，下载并单击“安装”。下载免费且过程简单。

您还可以通过直接点击以下链接找到我们的应用程序：

Android-<https://play.google.com/store/apps/details?id=com.iclasspro.customerportal>

iOS- <https://itunes.apple.com/app/id1331001591>

步骤2 登录

现有的体育部客户（以前注册过的学生）

首次启动我们的移动应用程序App时，系统将提示您输入我们的代码。

代码：**kingsschoolremuera**

输入后，单击“Submit (提交)”，系统将提示您“Log In (登录)”或“Create an Account (创建帐户)”。请选择“Log In (登录)”

我们已经设置了您的帐户，并且您注册的电子邮件是您收到BOOKING CONFIRMATIONS (预订确认) 的邮件地址-请输入此邮箱作为您的用户电子邮件。然后，您需要通过单击“FORGOT MY PASSWORD (忘记我的密码)”来创建自己的密码。请按照提示，进行重置，然后使用您的电子邮件和新密码登录。

新的体育学校客户（以前从未注册过的学生）

首次启动我们的手机应用程序App时，系统将提示您输入我们的代码

代码：[kingsschoolremuera](#)

输入后，单击“Submit (提交)”，系统将提示您“Log In (登录)”或“Create an Account (创建帐户)”。[选择“Create an Account \(创建帐户\)”](#)

然后按照提示步骤，建立新帐户。在这些步骤中，将需要您选择同意遵守我们的政策。

步骤3 编辑/更新和查看帐户

登录后，您将来到“Account Dashboard (帐户信息中心)”，您可以在这里编辑/更新和查看孩子的帐户。

课程预定 Bookings

通过以下的操作，您可以查看孩子参加的所有体育课程。通过单击“程序”来过滤选项，

[Select the Class选择班级](#)，[Select which Child选择哪个孩子](#)，然后单击[Submit Request 提交请求](#)。

然后所有预订将被接受或拒绝，请确认后付款。

我的帐户 My Account

通过以下操作，您可以检查儿子的信息，其中包括-[Enrolments登记注册](#)，[Attendance出勤](#)，[Future Absences将来缺勤](#)，[Edit student编辑学生](#)，[Makeups \(Not Available for Sports clubs\)补课 \(体育俱乐部不可用\)](#)。

在标题栏上，您还可以选择查看-[Payments付款](#)，[Transaction History交易记录](#)，[Account Information帐户信息](#)，[Family Custom Fields 家庭用户区](#)和[Login/Security登录/安全性](#)。

新闻动态 News

单击此按钮可以查看体育学院的信息更新。

步骤4 付款与结帐

购物车结帐非常容易操作，完成后才能完成所有登记注册。在接受课程预订后的15天内，必须付款，否则预定将被取消。

要完成结帐过程，请点击屏幕下方的“Cart（购物车）”标志”或 **My Account**（我的帐户）下的“Payment（付款）”标志，并请确认验证显示的班级信息。接下来，确认您要使用的付款方式（银行转帐或信用卡）。

当您完成结帐后，请点击“Complete Transaction（完成交易）”，这将允许系统进行付款。如果有任何错误，我们将会通知您。