Sports Centre Membership Fitness Classes

1. **How to register for a class:**
   - Go to recreation.upei.ca
   - UPEI students/faculty/staff – click on Green 'UPEI LOGIN' button. Sign in with your UPEI email address and password.
   - Community members sign in using email or username in Community sign in box. When signing up you need to use your UPEI ID number (must be 7 digits so you may need to include one or more leading zeroes). Click "Sign Up" if you do not have a Fusion Account

   Once you are signed in:

   - Click on Fitness Programming ICON
   - Then click on Membership Fitness Classes ICON
   - Click on the class you would like to register for
   - Click the button on the date of the class you'd like to attend.
   - Click on Checkout button
   - Proceed to Checkout button pops up --- click on Checkout
   - You are now registered for that specific class
   - NOTE: Each class and date has to be signed up for. Signing up for one date doesn't mean you are signed up for the whole semester.

2. **How to remove yourself if you can't make the class**
   - Go to recreation.upei.ca
   - UPEI students/faculty/staff – click on Green 'UPEI LOGIN' button. Sign in with your UPEI email address and password.
   - Community members sign in using email or user name in Community sign in box. When signing up you need to use your UPEI ID number (must be 7 digits so you may need to include one or more leading zeroes). Click "Sign Up" if you do not have a Fusion Account

   Once you are signed in:

   - Click on your name (top right corner) and then profile
   - Click Program Registrations
   - Look for the class you signed up for with the class name and date.   There are three dots to the right, click on these dots.
   - A drop-down box comes up that sates 'cancel registration'. Click this
   - A confirmation box will pop up and ask you if you are sure you want to cancel?   Click yes.
   - You have now successfully removed yourself from that specific class.