



REGISTRATION INSTRUCTIONS ON CAPTYN RAINBOW FISH SWIM SCHOOL SU24

Contact info@rainbowfishswimschool.com for registration support.

SPECIAL NOTES FOR SEMI PRIVATE LESSONS ARE INCLUDED BELOW

STEP 1. Go to www.rainbowfishswimschool.captyn.com and click EXPLORE! You can also look for the “book a lesson” button on [our website](#) to access our Captyn profile.

book a lesson >


STEP 2. Click the filter button on the top right corner to view a list of advanced filter options. Here you can search for open classes by your swimmer’s anticipated level, lesson format (private, semi, group) and your availability for summer 2024. We recommend utilizing the “tag” filter which sorts the available classes by level, format, and time of day.



Please note lesson slots are listed on Captyn as either **GROUP** or **PRIVATE/SEMI PRIVATE**.

Although the **PRIVATE/SEMI PRIVATE** slots are listed and charged at the **PRIVATE LESSON RATE (\$57)**, they can be selected for either lesson type and pricing will be adjusted accordingly (see notes for semi private registration below).

STEP 3. Click “Add Participant” to add the selected class to your cart.

 **CLASS**

WEEKDAY AFTERNOON PRIVATE SEMIPRIVATE

Private/ Semi Private Lessons

\$57.00 one-time

All Ages

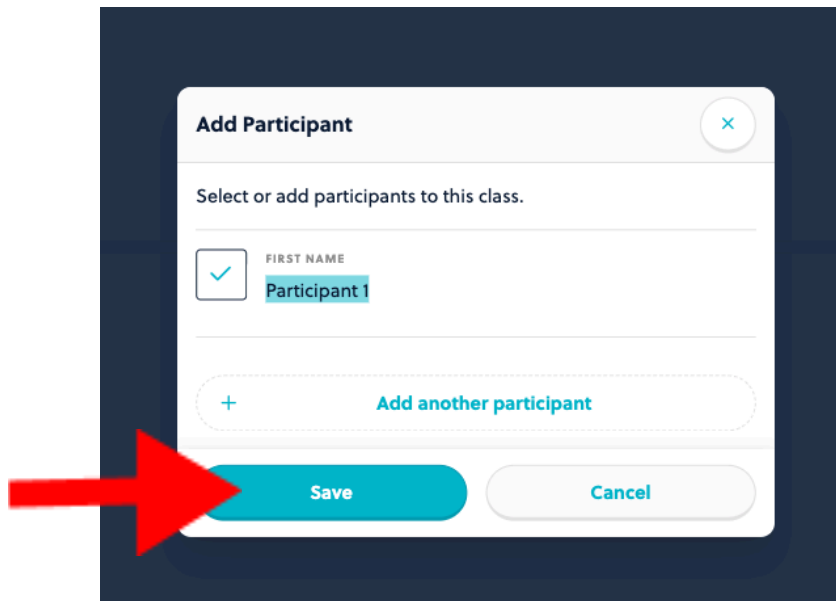
Mon, Jun 3, 2024 Single day

2:00 pm-2:30 pm

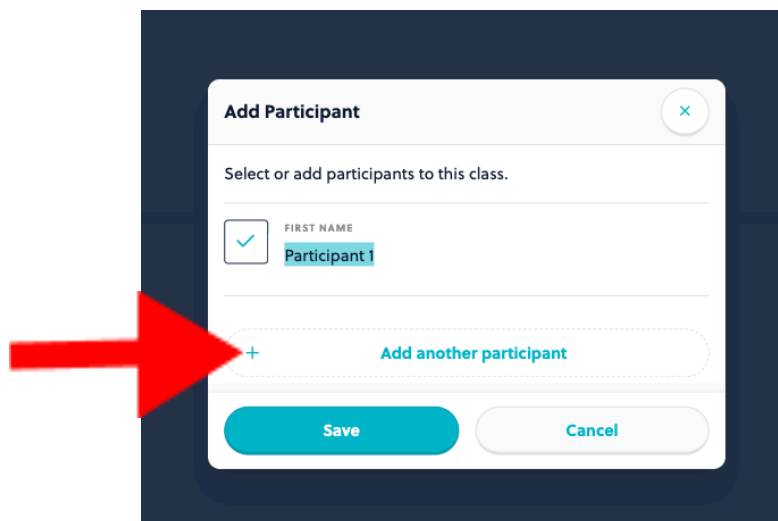
Parkland Pool - Hennes Kalala

Add Participant 1 spot open

STEP 4. Type in your swimmer's first name into the pop-up window and click save to return to your filtered results.



***IF YOU ARE SIGNING UP FOR A SEMI-PRIVATE LESSON, you should have already identified the second swimmer. The second swimmer's name should be added to each slot and can be done so at the same time by clicking "add another participant."**



STEP 5. Continue adding classes to your cart by repeating steps 3 and 4. Classes are listed individually by date/time. After adding a swimmer's name once, it will show up as an option when adding another class.

STEP 6. When you have finished adding desired classes, click the cart button on the very top right of the page to view your registration summary.



STEP 7. Review booking details and pricing.

****NOTE**** If you have added a second participant for a semi-private lesson, you will see this swimmer as listed on the waitlist with \$0.00 due today - this will be adjusted upon review by admin staff so your billing and registration accurately reflects the lesson format and price (see "notes for semi-private registrations" below for more information).

A screenshot of a web interface for a class booking. At the top, there is a "CLASS" header with tabs for "WEEKDAY", "AFTERNOON", "PRIVATE", and "SEMIPRIVATE". Below this, the text reads "Private/ Semi Private Lessons" and "\$57.00 one-time". Further down, it says "All Ages", "Mon, Jun 3, 2024 Single day", and "2:00 pm-2:30 pm". A red circle highlights the text "\$0.00 due today" and a blue button labeled "WAITLIST". Below this, there is a section titled "PARTICIPANT INFORMATION REQUEST RESPONSES" with a question "Is this a semi-private lesson?" and the answer "No". Another question "Parkland membership type" has the answer "FULL".

STEP 8. Complete the participant profile with you and/or your swimmer(s) details. Be sure to note the request for optional Photo Release.

****NOTE****At checkout while creating a profile, customers will be asked if any of their lessons are intended to be SEMI PRIVATE. If the answer is YES, customers will be prompted to enter the name and email contact (for parent/adult) of the second swimmer. If the semi-private lesson is for siblings and the parent/adult is the same, you can leave the contact blank. (see "notes for semi-private registrations" below for more information).

STEP 9. REVIEW & ACKNOWLEDGE MANDATORY DOCUMENTS: RFSS policies and the Liability Waiver.

You will not be able to complete your registration without this step.

STEP 10. Enter your payment information. Card details are securely captured on Captyn through Stripe and will be saved to your account for future convenience.

STEP 11. Click the complete registration button. All registrations will be reviewed and approved by admin so please allow 3-5 business days for those to appear as confirmed.

****NOTES FOR SEMI PRIVATE LESSON REGISTRATION****

Moving forward, we are tasking swim families with selecting their own swim partners and coordinating payment under one profile. Remember that although the PRIVATE/SEMI PRIVATE slots are listed at the PRIVATE LESSON rate, the final price will be adjusted for semi private lessons once your registration has been confirmed by admin.

1. Once a pairing is found, only one parent/payee should initiate the registration process on CAPTYN, selecting the time slots/schedule agreed upon by both swimmers.
2. The second swimmer's name should be added to the each lesson slot intended for a semi private lesson and will initially show in the checkout registration confirmation as "waitlisted" (see STEP 4).
3. At checkout while creating a profile, customers will be asked if any of their lessons are intended to be SEMI PRIVATE. **CLICK YES.**
4. Enter the name and email contact (for parent/adult) of the second swimmer where indicated. If the semi private lesson is for siblings and the parent/adult is the same, you can leave the contact blank. ***
IF THE SECOND SWIMMER IS FROM ANOTHER FAMILY, RFSS admin will create a profile for the second swimmer and be in communication with both families.
5. Once the pairing has been confirmed by admin, the balance will be charged to the card on file.

Example: if Joe's parent signed up for ONE semi private lesson for Joe and his friend Eli, Joe's parent's card will be charged \$57 (rate of a PRIVATE lesson). Once the RFSS staff reviews the pairing, they will create a profile for Eli, email Eli's parent and charge the remaining \$13 (to total \$70 for the semi private lesson, \$35 per swimmer) to Joe's parent's card. Joe and Eli's parents are responsible for communicating about splitting up the payment.