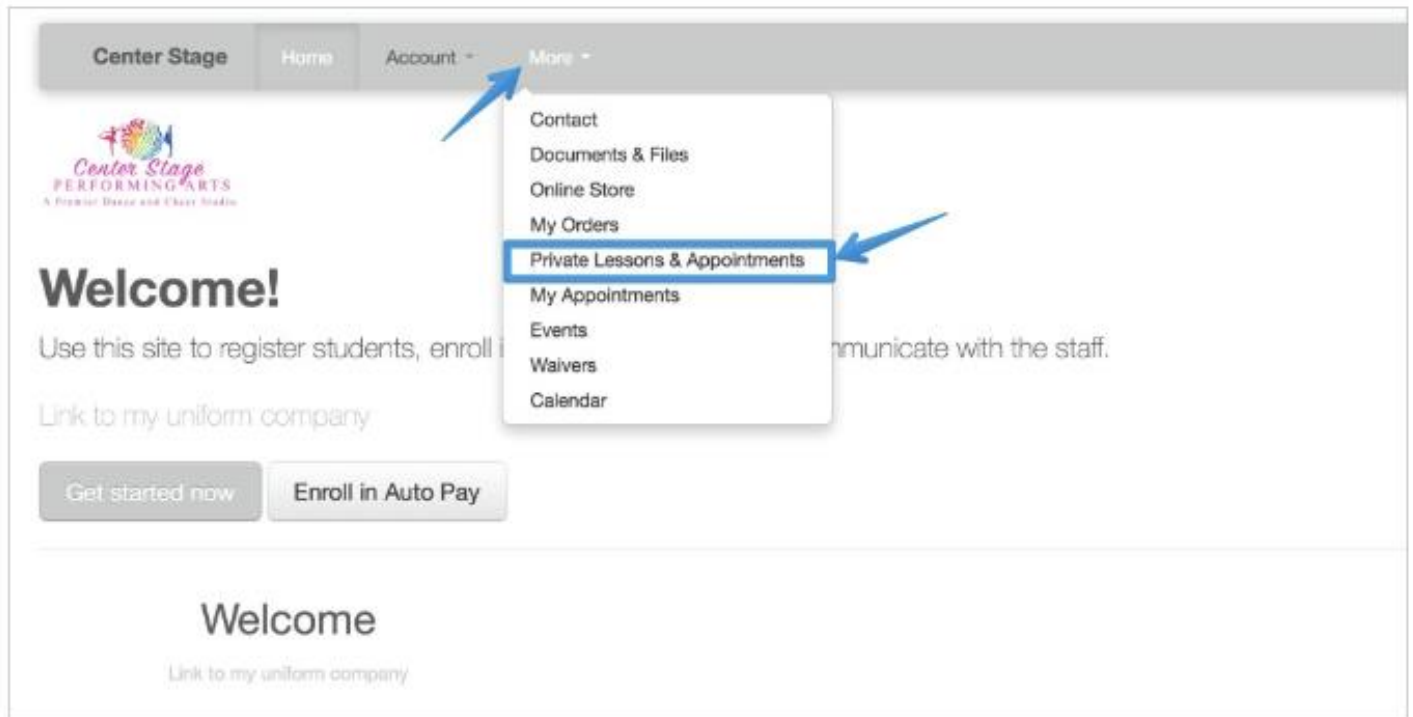
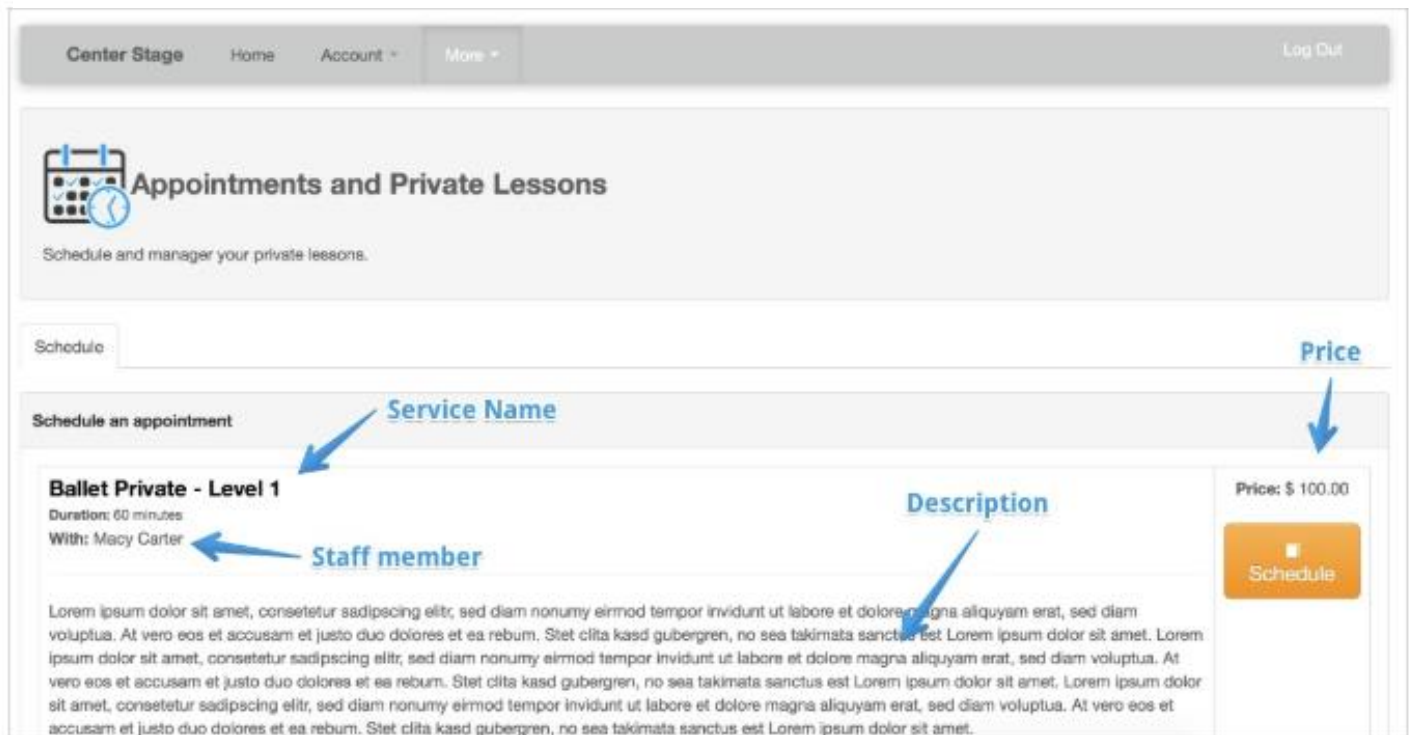


Instructions on how to schedule a Private Lesson


In the Parent Portal, students can book privates and appointments by going to **More > Private Lessons & Appointments**.



- The students will be presented with a list of available services that you can schedule



When you click the SCHEDULE button, you will have the option to select the date, time and who the appointment is for.



Ballet Private - Level 1 Booking Page

Schedule and manager your private lessons.

Home / All Appointments

Select a date and time

July 2016

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Who is this appointment for? Ashley Brooks

Select an appointment time.

9:00AM

9:15AM

9:30AM

Who the appointment is for

What time they want to come to the appointment.

Pick the day of the appointment

Review the appointment before you finalize.

Center Stage

Home

Account

More

Log Out

Home / All Appointments / Ballet Private - Level 1 Date & Time

Confirm Appointment

Appointment Details

Service	Ballet Private - Level 1
Price	\$100.00
Appointment Date	Monday July 11, 2016
Appointment Time	10:00 AM
Who is this Appointment for?	Ashley Brooks
Cancellation Policy	<p>1. Cancellation within 24 hours of your appointment will result in a 50% charge for the appointment.</p> <p>2. You can cancel anytime before the 24 hours.</p> <p>3. Refunds are not guaranteed.</p> <p><input type="checkbox"/> I have read and agree to the cancellation policy.</p>

You will need to agree to the policy before you can complete the booking. Once you agree, you will see the Booking Button.

Appointment Details	
Service	Ballet Private - Level 1
Price	\$100.00
Appointment Date	Monday July 11, 2016
Appointment Time	10:00 AM
Who is this Appointment for?	Ashley Brooks
Cancellation Policy	<ol style="list-style-type: none">1. Cancellation within 24 hours of your appointment will result in a 50% charge for the appointment.2. You can cancel anytime before the 24 hours.3. Refunds are not guaranteed.

☒ I have read and agree to the cancellation policy.

Book Appointment

A \$ 100.00 charge will be billed to your account.

As soon as you book the appointment, a confirmation e-mail will be sent to the Studio, the parent e-mail on file and the Teacher's e-mail Address.

Center Stage Home Account More Log Out

Your appointment has been confirmed. Check your email for your confirmation.

OK

The email confirmation will contain all the details for the appointment.