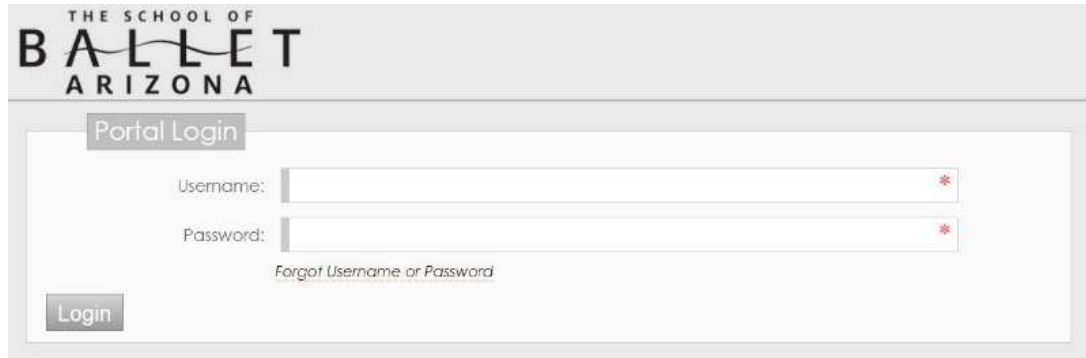


How to Register for SBAZ Adult Open Classes

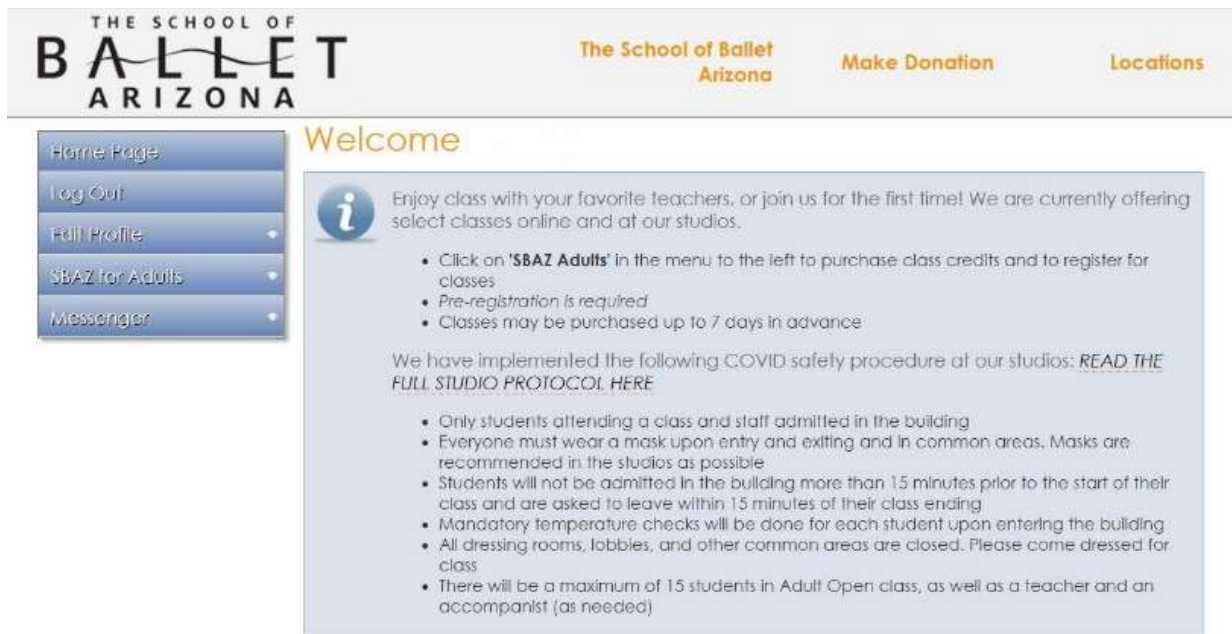
1. If you are a new student: Go to https://sbazportal.org/portal/main_ad/new_1.php to create an account, then skip to step 5 below.
2. If you have taken class with us before: Go to <https://sbazportal.org/portal/>



3. The system has automatically generated an account and password for you if you have taken classes with us previously. To retrieve your username and password, click "*Forgot Username or Password*". You will be asked to enter your primary email and last name to retrieve your account information.



4. You will receive an email with a link to reset your password.
5. Once logged in, you will see a welcome page and options to the left.



THE SCHOOL OF
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Welcome

Enjoy class with your favorite teachers, or join us for the first time! We are currently offering select classes online and at our studios.

- Click on '**SBAZ Adults**' in the menu to the left to purchase class credits and to register for classes
- *Pre-registration is required*
- Classes may be purchased up to 7 days in advance

We have implemented the following COVID safety procedure at our studios: [READ THE FULL STUDIO PROTOCOL HERE](#)

- Only students attending a class and staff admitted in the building
- Everyone must wear a mask upon entry and exiting and in common areas. Masks are recommended in the studios as possible
- Students will not be admitted in the building more than 15 minutes prior to the start of their class and are asked to leave within 15 minutes of their class ending
- Mandatory temperature checks will be done for each student upon entering the building
- All dressing rooms, lobbies, and other common areas are closed. Please come dressed for class
- There will be a maximum of 15 students in Adult Open class, as well as a teacher and an accompanist (as needed)

6. To see a schedule of class offerings, click on “SBAZ for Adults” and select “Class Schedule”



7. To register for classes, you must **purchase class credits** (unless you previously had coupon code credits which have been transferred into your account already)
- “Buy Class Credits”
 - Select between In-Studio or Online Class credit options
 - Process payment by entering credit card information
 - Go to “Class Schedule” and scroll down to see the available classes.
 - Select “Drop IN” under the desired class, and select “OK” on the pop-up window if you wish to continue with the registration.
 - Once registered, a confirmation email will be sent to your mailbox. If you have registered for an online Zoom class, the Zoom link will be included in the confirmation email.

The screenshot shows the website header for 'THE SCHOOL OF BALLET ARIZONA' with navigation links for 'The School of Ballet Arizona', 'Make Donation', and 'Locations'. Below the header is a sidebar menu with 'SBAZ for Adults' selected and 'Class Schedule' highlighted. The main content area is titled 'Buy Adults Class Credits' and is divided into two sections: 'In-Studio Class Credits Options' and 'Online Class Credits Options'. Each section includes a descriptive paragraph and a list of credit options with radio buttons.

THE SCHOOL OF BALLET ARIZONA

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Buy Adults Class Credits

In-Studio Class Credits Options

In-Studio class credits allow students to attend any of the open, in-studio classes. Purchases are final and non-refundable. Class credits expire 180 days from the date of purchase. In-studio class credits may not be used for online classes or programs that require enrollment.

- \$ 15.00 Drop-in Open Horton Technique (15 credits)
- \$ 18.00 Drop-in Open Ballet (18 credits)
- \$ 150.00 Open Ballet 10 Class Pass (180 credits)
- \$ 275.00 Open Ballet 20 Class Pass (360 credits)

Online Class Credits Options

Online class credits allow students to attend any of the open, livestreamed classes. Purchases are final and non-refundable. Class credits expire 180 days from the date of purchase. Online class credits may not be used for in-studio classes or programs that require enrollment.

- \$ 5.00 Dance for Parkinson's Disease
- \$ 10.00 Drop-in VIRTUAL

Lookup: No available in studio class credits remaining - **BUY CLASS CREDITS**
No available online credits remaining - **BUY Online CREDITS**

Mon 11-02-20						
Class/Workshop	Time	Dur.	Studio	Teacher	Status	REG.
Open Beginner Adult Ballet <small>1 14 4709 November 2020 - Open Ballet 18.00 </small>	7:15PM	90 min	S4	Murray-Price	Open Cl.	

Tue 11-03-20						
Class/Workshop	Time	Dur.	Studio	Teacher	Status	REG.
Open Advanced Adult Ballet <small>1 15 5534 November 2020 - Open Ballet 18.00 </small>	9:00AM	90 min	S4	Baudendistel	Open Cl.	

Wed 11-04-20						
Class/Workshop	Time	Dur.	Studio	Teacher	Status	REG.
Open Advanced Adult Ballet <small>1 15 6974 November 2020 - Open Ballet 18.00 </small>	9:00AM	90 min	S4	Baudendistel	Open Cl.	
Dance for PD						

8. To see what classes you have registered for select “My Account”.

THE SCHOOL OF

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My Account

Available in Studio Class Credits	Not Available
Available Online Class Credits	5

Journal

Date	Type	Class Aff.	# Credits	Amount
10-30-2020	VR.		5	

9. If you need to make any changes to your class schedule, please contact the school at school@balletaz.org