

## How to enrol online

Please click [here](#) to be taken to our online class registration system.

The first section is the Customer Details section and should be filled out using the details for the main contact. This person must be 18 years or older, be responsible for all invoice payments and will be agreeing to our terms & conditions. Please use your postal address, the mobile you wish to receive important class alerts on and your preferred e-mail address.

The second section is the Student Details section and must be completed for each student enrolling. You can either use the same details as the Customer or create a new student. It is important to notify us of any relevant medical conditions the student may have. If a student has more than one relevant medical condition or their condition is not listed, please select "Other" and include the extra details in the Notes field.

The third section is the Select Classes section and must be completed for each student enrolling. For each class you want to add please select the correct Student, Venue and Date Range. Select the days based on the timetable and press the "Find Classes" button. Select the correct classes and press the "Select Classes" button. This adds the classes to the student. If you make an error, you can remove a class from the Student Details section by select the student you added the wrong class to.

The final section is the Submit Details section and should be checked to ensure there are no errors. This section also includes our Terms & Conditions which you must read and agree to before submitting details. Once you are ready, press the "Submit All Details" button to submit your enrolment.

You will receive a confirmation e-mail with the details you submitted. Please note, the enrolment is not confirmed until our staff at CDA have checked the details and placed the students in the classes selected. At this point we will confirm the enrolment and send you an invoice for the classes.