As busy parents and guardians we understand that our enrolment process needs to be as simple and easy as possible. We have provided the instructions below which we hope you will find useful, especially to those who are enrolling multiple children in multiple classes.

- Open this link in your internet browser:

- Scroll down to find the appropriate class – once you have chosen your class/es, click on: "Enrol Now" or click ‘Enrol’ in the left-hand column.

- The ‘Add a student’ page will open. Insert your child’s name here (but add your email address). Click ‘OK’.

- The ‘Summary’ page will open, this shows you the courses you have selected and the name of the student who is to be enrolled.
  - If you have mistakenly entered your own name here (or you are enrolling more than one child), click on: "Add another student"
  - Enter the child’s details (you can use the same email address again).
    - You will need to enter your address for each additional child.

- The system will automatically assign all selected classes to each student on the summary page (see Fig. 1).
  - You can select and unselect the relevant classes for each child, using the tick boxes (see Fig. 2).

- Once you are happy with your selections, click on: "Proceed to Payment"

- Enter your credit card details and click on: "Confirm purchase"

- If you payment is successful, you will receive a confirmation email listing the courses in which you have enrolled.
### Summary Page Showing All Courses and All Students

#### Child 2 Blogs (joe@blogs.com)
- **Add Concession**
- **Piano (5 years and over)**
  - Self paced
  - $825
- **Soundscape 1 (5-8 years)**
  - UWA School of Music - Sat 7 Feb 15 8:45 AM - Sat 4 Jul 15 8:45 AM
  - $440
- **Toddler (18 months - 3 years)**
  - UWA School of Music - Fri 6 Feb 15 9:45 AM - Fri 3 Jul 15 10:30 AM
  - $360

#### Joe Blogs (joe@blogs.com)
- **Add Concession**
- **Piano (5 years and over)**
  - Self paced
  - $825
- **Soundscape 1 (5-8 years)**
  - UWA School of Music - Sat 7 Feb 15 8:45 AM - Sat 4 Jul 15 8:45 AM
  - $440
- **Toddler (18 months - 3 years)**
  - UWA School of Music - Fri 6 Feb 15 9:45 AM - Fri 3 Jul 15 10:30 AM
  - $360

#### Child 1 Blogs (joe@blogs.com)
- **Add Concession**
- **Piano (5 years and over)**
  - Self paced
  - $825
- **Soundscape 1 (5-8 years)**
  - UWA School of Music - Sat 7 Feb 15 8:45 AM - Sat 4 Jul 15 8:45 AM
  - $440
- **Toddler (18 months - 3 years)**
  - UWA School of Music - Fri 6 Feb 15 9:45 AM - Fri 3 Jul 15 10:30 AM
  - $360

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**Add another student**

<table>
<thead>
<tr>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td><strong>$4,875</strong></td>
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</table>

**Minimum Payable Now**

<table>
<thead>
<tr>
<th>Minimum Payable Now</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$4,875</strong></td>
</tr>
</tbody>
</table>

**Proceed to Payment**
Fig. 2 (Summary page – showing use of tick boxes to refine course selections).

If you have any problems, please do not hesitate to contact the JMS Office for assistance.
Email: junior-music@uwa.edu.au or Telephone: 08 6488 7985.