

Class Fields Explained

The *Class Summary* tab contains all the details for a class. Expand each section for a brief description of the field on this tab.

⌵ Class Name

Expand/Collapse
All

⌵ Status

⌵ Location

⌵ *Room

⌵ *Session

⌵ Class Start/End /Registration Start Dates

⌵ Days

⌵ Start/End Times & Duration

⌵ Has a Registration Fee?

⌵ Tuition Fee

⌵ Per Day

⌵ Exclude from requiring payment during Parent Portal enrollment

⌵ Tuition Billing Method

⌵ Exclude from Multi-Class Discount

⌵ Exclude from Total Hours Count

⌵ Tuition Billing Cycle

⌵ Tuition Discount Rule

⌵ Prorate Tuition

⌵ Gender

- ⌵ Min Age / Max Age
- ⌵ Cutoff Date
- ⌵ *Category 1, 2, and 3
- ⌵ Enrollment Max Size / Max Wait
- ⌵ Class Description
- ⌵ Display on Website
- ⌵ Allow Online Registration
- ⌵ Allow Portal Enrollment
- ⌵ Allow Trial Enrollment
- ⌵ Allow Makeups in Class
- ⌵ Class ID
- ⌵ Virtual Class / Video Link URL
- ⌵ Virtual Class / Video Link Text

***The drop-down lists for the class fields marked with an asterisk above are all customizable. Use the Gear (icon) > Settings > General > Drop-down Lists (left menu) to customize these drop-downs.**
