

Class Summary Tab - The Fields Explained

The Class Summary tab includes all class details. Expand each section for a brief description of the fields.

The field options on the Class Summary tab will vary based on the Tuition & Discounting Settings (Gear icon > Settings > Tuition & Discounting).



Note: The drop-down lists for the Class fields marked with an asterisk * below are customizable. To customize them, select the **Gear** icon > **Settings** > **General** > **Drop-Down Lists** on the left menu and select the **Class**.

**Expand/Collapse
All**

- ▢ Class Name
- ▢ *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
 - ☐ 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
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