

How to schedule your punch pass class once you have purchased:

Using the computer:

Go to our website www.aimgym.com

1. Click on the [Parent Portal](#) button.
2. This will direct you to iClassPro ~ Log in to your account.
3. Choose the student you would like to redeem a punch pass for:
~ If you have more than one student to schedule, you will do them individually.
4. A screen will come up with Child name and the Punch Pass title that you purchased.
5. Click use Punch Pass.
6. Screen will come up with **student name** highlighted and **Fall 2022 Make ups** highlighted with **Openings only** highlighted:
 - a. The Fall 2022 Make ups is the default session that will come up. This is the correct session to be in for Gymnastics, Preschool, and Tumbling.
 - b. You must then click the **program button** this should match the program title that you purchased in the punch pass system.
 - c. The default date is the current day. So only classes with openings for the date in the middle will be shown.
 - d. Please change the date in the middle to bring up all class options for that day.
 - e. Please select the **correct level of class** for your child.
 - i. We have our classes and enrollment done by levels and ability. By doing this we hope to offer the best class for every child. If the class is too hard for a child or too easy then they will not get anything out of the time they are with us.
 - f. Click on the **Open circle**.
 - g. Then hit **Punch in** button.
7. Once you punch in for the class you have taken one of the open spots and it can not be filled by anyone else.

Please read the following carefully:

****CURRENTLY ENROLLED CLIENTS:**

All of our classes (except Friend & Me) are based on a progressive level system. If you are currently enrolled in a class and you just want to take another class please pick the same level class. HOWEVER... If you want to try a class that you are not enrolled in then please contact us and let us find the best level class for you. **ex. Currently in Bronze gymnastics and you want to try out a tumbling class but you do not know what level class to take. Email or call us! (REMEMBER TO PURCHASE THE CORRECT TYPE OF PUNCH PASS)**

AIMGym4966@gmail.com

****CLIENTS THAT ARE NOT CURRENTLY ENROLLED IN THIS SESSION:**

All of our classes (except Friend & Me) are based on a progressive level system.

IF YOU HAVE NO EXPERIENCE

AGE 2-3 FRIEND & ME (**FRIEND & ME PUNCH PASS 45 min**)

AGE 3 or 4 LITTLE STARS (**PRECHOOL PUNCH PASS 60 min**)

AGE 5 BIG STARS (**PRECHOOL PUNCH PASS 60 min**)

AGE 6 & UP TUMBLING (**TUMBLING PUNCH PASS 60 min**) OR

BRONZE GYMNASTICS (**GYMNASTICS PUNCH PASS 90 min**)

IF YOU HAVE HAD EXPERIENCE EITHER AT AIM OR SOMEWHERE ELSE:

Please contact us so that we can place you in the correct level and type of class!

225-673-4966 ext. 201 OR AIMGym4966@gmail.com