

# New Member Registration Process

<https://www.rivgymacademy.org.au/registration/>



N.B. you will need to register each gymnast separately and will end up with a separate login for each of them. Please check your selections correctly as once you click register you can not change them yourself. For help please contact

- Cheryl Burgemeister for website issues on 0417 668 933
- Tammy Thomson for changes to invoices on 0418 828 664
- Message us on Facebook [www.facebook.com/RivGymAcademy](http://www.facebook.com/RivGymAcademy)

1. Select the **new member** button, not the renew button (since this is the first year you are registering online)
2. Enter the gymnast's **first and last name**, **date of birth** and **gender** (if this doesn't work please contact us, you may have misspelt a name or put the wrong DOB in when you originally registered)
3. Select **Next Step**
4. Select one of
  - i. **Gymnastics (all GfA classes) Annual Registration/Insurance**
  - ii. **WAG/Tumbling if you have been selected for these classes**
5. Select **Next Step**
6. Select ALL **add-ons (classes)** that apply for your gymnast
7. Select **Next Step**
8. Review your summary and scroll down to the discount code and type 'sportsvoucher2023' if you would like to use this (Reception to year 9).
9. Select **Next Step**
10. Fill in all your basic details and additional information
11. Select **Next Step**
12. Scroll down inside the terms of registration box to check the '**I confirm...**' box
13. Check the '**I agree**' box
14. Check the '**I am over 18...**' box
15. Click the '**I'm not a robot**' box.
16. Select **Next Step**
17. The invoice/statement page will show with instructions on how to pay.
18. You will receive an **email confirmation** of your membership with your login details.

Please click the link and set your password immediately so that the link does not expire.

If you selected to use a School Sports Voucher, for your primary school child, please fill one out and return to the club at your first class. You can download the sports vouchers here:

<http://www.sportsvouchers.sa.gov.au/> alternatively pick one up from the club to fill out.