NOW AVAILABLE: Online Registration and Payments



To make an online payment follow these simple steps:

- Visit our Web Store at http://waunakee.revtrak.net
- Make payment using a Discover, VISA, or MasterCard debit or credit card

Continue reading for detailed registration instructions



Please visit the Waunakee Community School District website for future updates!

Waunakee Community School District

http://www.waunakee.k12.wi.us 905 Bethel Circle Waunakee, WI 53597

Instructions for Registering for Aquatics

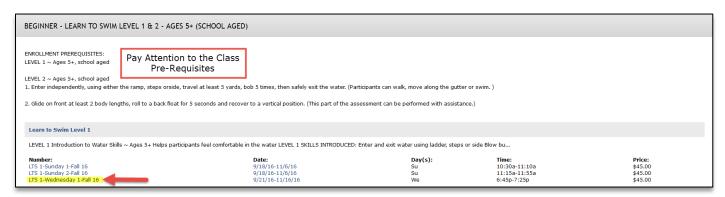
- Go to the Waunakee Community School District Web Store at https://waunakee.revtrak.net
- Click on the **Aquatics** button on the home page



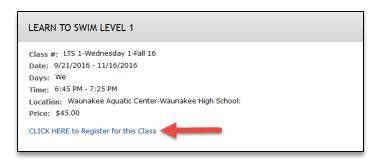
• Select the button for the type or level of Aquatic class for which you would like to register.



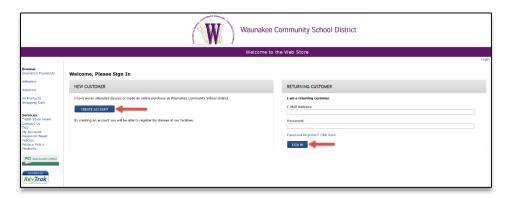
• Read the level descriptions to ensure that you have selected the correct skill level, and select a class session.



• The class session links will bring you directly to the class page. Here, you can verify that the correct class level and session have been selected. Once confirmed, you will need to select the **Click Here to Register** link.



• You will now be taken to a page that allows you to **create an account** or use an **email address and password to login** to a *current account*



- After creating an account, you will need to select the participant from the following page. You may also **add a new person** if they are not currently set up in your account.
 - o Note: The name of the selected participant MUST be the name of the Person attending the class
- In order to continue registration, you must answer all required fields on the online form before either clicking **Check Out** or **Continue Shopping** at the bottom of the Registration page
 - o If you chose continue shopping to add additional registrations to your shopping cart, simply select the **Go To Check Out** Button when you have finished all necessary registrations
 - Note: Your Shopping Cart can always be found on the left side of your screen in the Navigation Bar
- At the Shopping cart you will need to verify all billing information for accuracy. The last verification will be you selecting "Complete Order"
- Payment will be processed and a **Receipt** can be viewed and printed.
- At the bottom of your receipt select **Logout**