


Registration



How do I create a fee group?

Fee groups are easy to create. Navigate to Setup>Registration>Fee Structure and simply click on the button labeled 'Add Fee Group' at the top of the page, and fill out the relevant information in the form that appears. All the fields marked with a red asterisk (*) must be filled out to create the fee group. Click 'Create', and the fee group will be added to your list of fee groups. This initial information can also be edited later.

Season Type Unassigned ▾ Click on a [Fee Group](#) below to view the [Fee Codes](#) associated with it.  **Add Fee Group**

▶ **Registration** (9 fee codes)   

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Create Fee Group
Group Name *
Payment Group * Select ▾
Required * Select ▾
Family Maximum \$
Family Break * Select ▾
Season Type Unassigned ▾
Global? ☐
Create Cancel

▶ **Registration** (9 fee codes)   

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