Registration How do I add fee codes to a fee group?

To create a fee code, begin by navigating to setup>registration>fee structure and opening the fee group you want to add a code to, either by clicking on the arrow next to the name or the name itself. A section will appear displaying all the fee codes assigned to that fee group.

Season Type Unassigned Click on a <u>Fee Group</u> below to view the <u>Fee Codes</u> associated with it.					
Registration (9 fee codes)					
Fee Cod	es				
6U Co-Ed Fee					
8U Boys Fee					
8U Girls Fee					
10U Boys Fee					
10U Girls Fee					
12U Boys Fee					
12U Girls Fee					
14U Boys Fee					
14U Girls Fee					
Add Fee Code	_				

Click the button labeled 'Add Fee Code', which will take you to a page where you can define your fee code. After you finish, click the button labeled 'create', and your fee code will be added to your selected fee group.

Registration

Type Specifications

Custom Field:	Unset Field 🗸	Toggle: 🗆 Fe	ee charged if custom field is "checked"
Description:	New Fee Code		Toggle: 🗆 Team-based
Resident	Either/Unselected 🗙	Toggle: 🗆 Ch	arge once per all seasons [Multi-Reg Only]

<u>Variables</u>

Start Division:Unset					
Start Age:Unset 🗙 End Age:Unset 🗙					
Number per family: 9 🗸					
Applicable to Gender: Both 💙					
Applicable by Affiliation: Local 🔹 - OR - Any 👻					

<u>Fees</u>

Qty	Early Bird 1	Early Bird 2	Fee	Late Fee
1			0	
2			0	
3			0	
0			0	

Season Dates (for Summer 2023):

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