

How to

CHANGE REGISTRATION OPEN & CLOSE DATES

1

Go to Groups >
Registration Setup

2

Select session you want to
edit

3

Click the 'Enrollment' tab

4

Adjust Registration
Date(s)/Time(s)* and click
'Save'

OPEN DATE

date participants
can register for
sessions

CLOSE DATE

date registration
closes

**If no specific Open Time is
listed, registration will open at
12am on the Open Date.*

**If no specific Close Time is
listed, registration will close at
11:59pm of the previous date.*

Visit our [Enrollment Settings](#) support article for more information!

