## **How to Receive a Make Up Token**

If you are not going to be present for your upcoming gymnastics class, please log into your iClass pro account and report the expected absence.

If an absence has been recorded <u>AT LEAST</u> three hours prior to class start time, and you do not already have one, the system will auto generate you a makeup token to use for a future class. Makeup tokens are good for one months' time (30 days) from date issued.

Makeup classes are **NOT GUARANTEED**. Space availability depends on future absences being reported ahead of time. The more people that record upcoming absences, the more classes that will become available for makeups.

Makeup tokens are generated **AFTER** attendance has been taken for the class they missed. This may take up to 24 hours to show up on your account.

If you reported an expected absence <u>AT LEAST</u> three hours prior to class time, but did NOT receive a makeup token, please contact the office at <u>info@lionspridegymnastics.com</u> and we will investigate the issue.