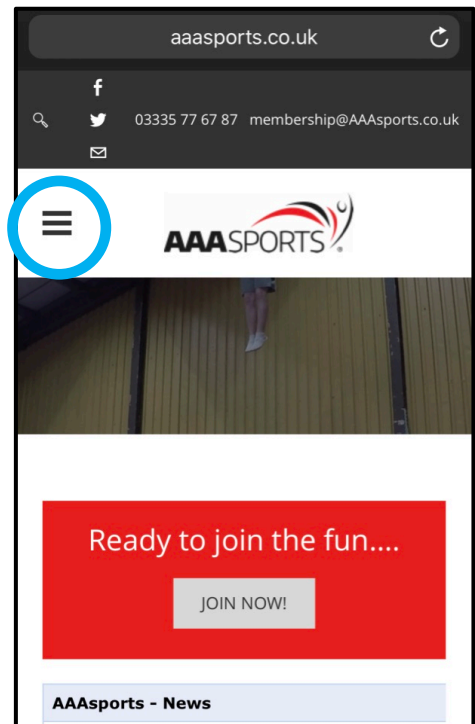


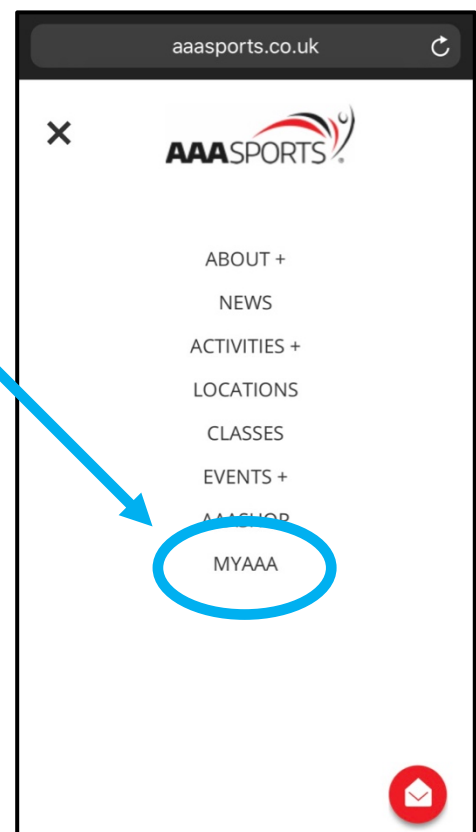
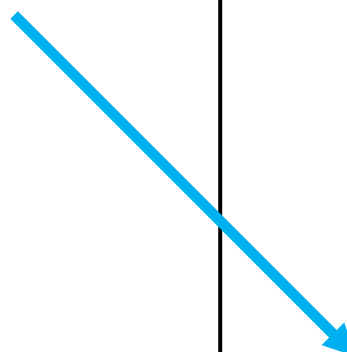
## Drop Procedure – Mobile Version

Open your browser and access the AAAsports website –  
www.AAAsports.co.uk

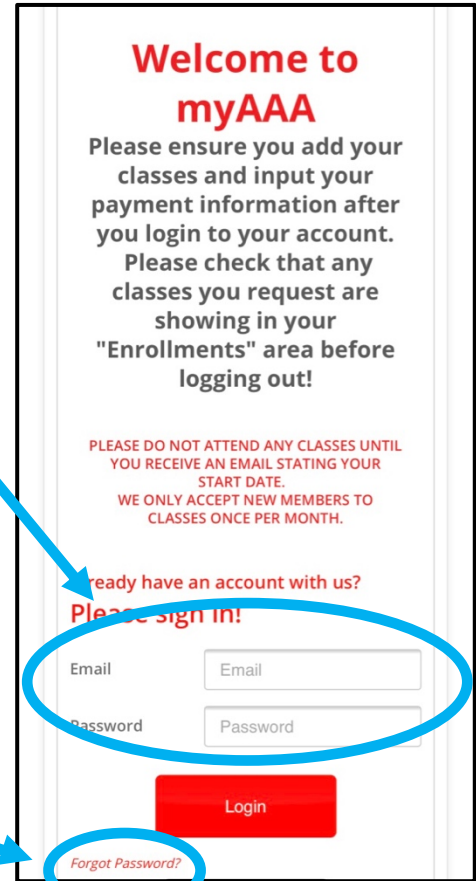
From there, click the menu button.



From the menu, click the myAAA button to access your account.



Log in to your myAAA account using your email and password.



**Welcome to myAAA**

Please ensure you add your classes and input your payment information after you login to your account. Please check that any classes you request are showing in your "Enrollments" area before logging out!

PLEASE DO NOT ATTEND ANY CLASSES UNTIL YOU RECEIVE AN EMAIL STATING YOUR START DATE. WE ONLY ACCEPT NEW MEMBERS TO CLASSES ONCE PER MONTH.

Already have an account with us?  
**Please sign in!**

Email

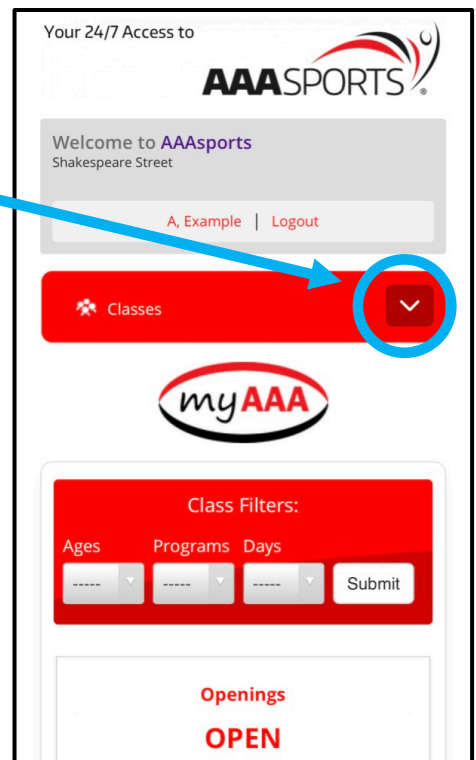
Password

**Login**

[Forgot Password?](#)

If you've forgotten your password, use the 'Forgot Password' function at the bottom of the page.

Once you have logged in to your account, click the downward arrow to access the myAAA menu.




Your 24/7 Access to

**AAASPORTS**

Welcome to AAAsports  
Shakespeare Street

A, Example | Logout

**Classes** 

**myAAA**

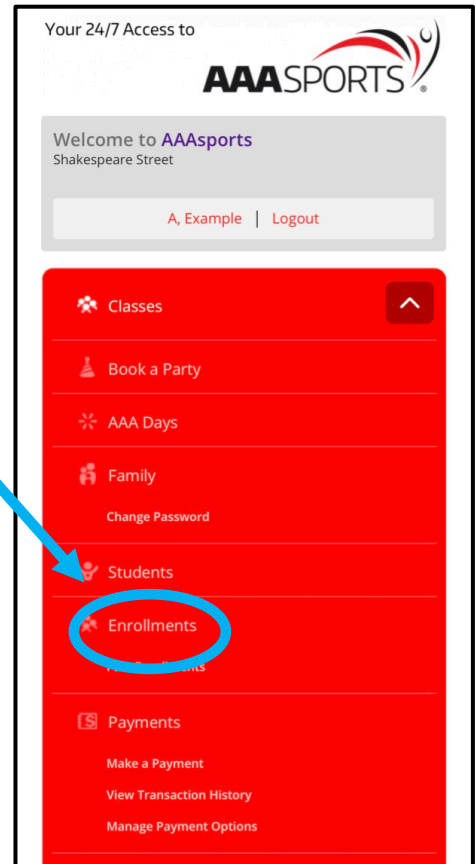
**Class Filters:**

Ages Programs Days **Submit**

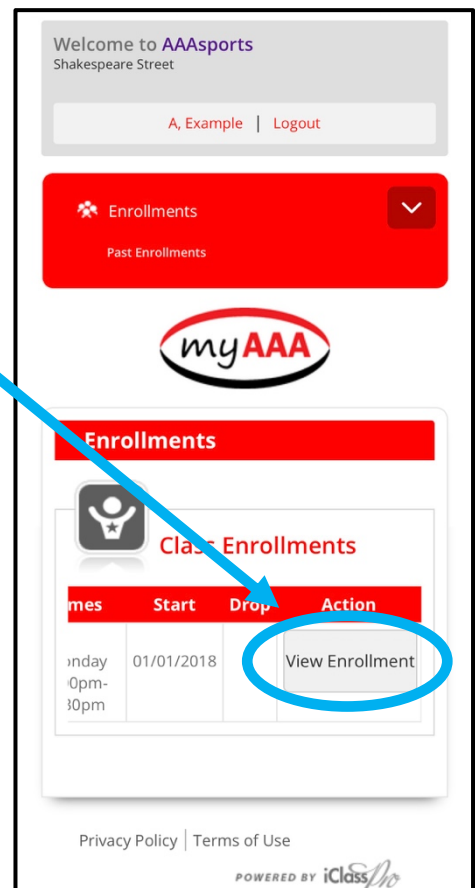
**Openings**  
**OPEN**

Once you've logged in, select 'Enrolments' on the menu to view all classes you are currently part of.

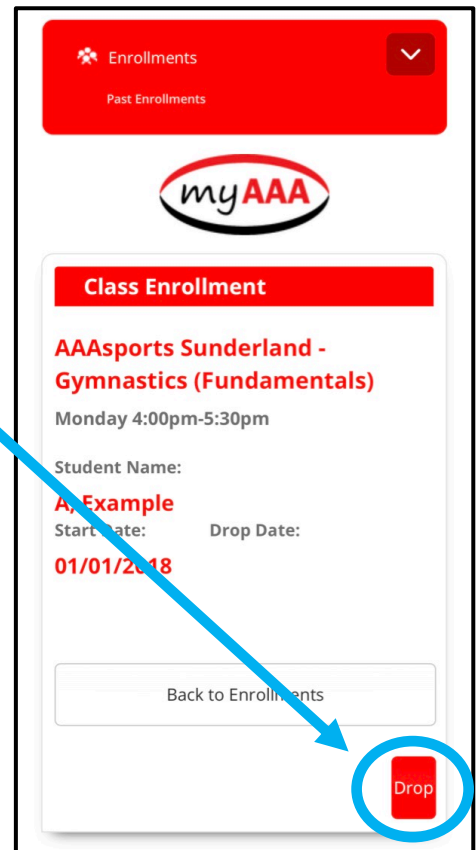
Be aware that clicking 'Past Enrolments' will take you to your class history with us and will not show your current classes.



The next page will show you all classes you are currently enrolled in. Select the class you wish to Drop by clicking the 'View Enrolment' button on the right of the class description – on some phones you may need to scroll to the right.



Once you have selected the class you wish to Drop, click the 'Drop' button on the bottom of the page



Enrollments  
Past Enrollments

myAAA

**Class Enrollment**

**AAAsports Sunderland - Gymnastics (Fundamentals)**  
Monday 4:00pm-5:30pm

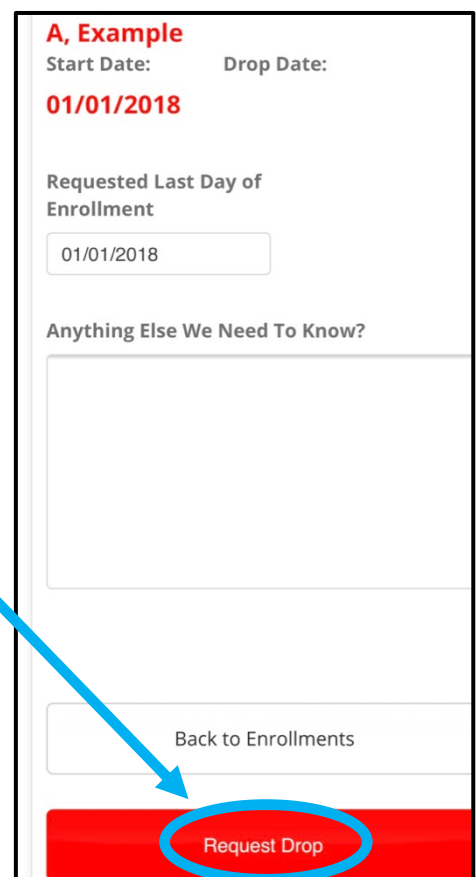
Student Name:  
**A, Example**

Start Date: **01/01/2018** Drop Date:

Back to Enrollments

Drop

The next page provides you with a chance to provide any feedback regarding your classes, before clicking the 'Request Drop' to confirm your request.



**A, Example**

Start Date: **01/01/2018** Drop Date:

Requested Last Day of Enrollment  
01/01/2018

Anything Else We Need To Know?

Back to Enrollments

Request Drop



AAAsports, Shakespeare Street  
Southwick, Sunderland, SR5 2JF

**t** ..... 03335 776787  
**e** ..... info@AAAsports.co.uk  
**w** ..... www.AAAsports.co.uk

Once you have submitted your Drop Request, you will see the confirmation message in green.

This sends a message to our Membership Team, who will process your request as soon as possible and send you an email to confirm your final date in our classes. Members are welcome to attend as normal until this date, at which point your space will be allocated to the next Member on our waiting list.

Please note that a minimum of 16 days notice is required for all Drop Requests. I.e. to cancel any payments due on 15<sup>th</sup> September, a Drop Request must be submitted by 31<sup>st</sup> August.

As always, if you have any questions or queries, please feel free to contact us on 03335 776787 or via membership@AAAsports.co.uk.

The screenshot shows a mobile interface for 'myAAA'. At the top is the 'myAAA' logo. Below it is a red header 'Class Enrollment'. A green message box states: 'Successfully submitted drop request. You will receive an email once this request has been processed.' Below this, the class details are listed: 'AAAsports Sunderland - Gymnastics (Fundamentals)' in red, followed by 'Monday 4:00pm-5:30pm'. Under 'Student Name:', it says 'A, Example'. Below that, 'Start Date:' is '01/01/2018' and 'Drop Date:' is blank. At the bottom, there is a 'Back to Enrollments' button and a red 'Drop' button.