

# Scholar Zone

## Online Registration Guide



NOVA CLASSICAL ACADEMY

Visit the Nova Classical Web Store to make payments **ONLINE!**

<https://novaclassical.RevTrak.net>

### Select the Scholar Zone Button



- ◆ This button will bring you to a list of the courses and classes being offered for **Scholar Zone**.
- ◆ Select an option and then choose the specific **Class Number** for which you wish to Register.
- ◆ Within the Class Summary screen, select “**Click Here to Register**” to proceed with the registration process for the selected class.

- ◆ If you have not already logged into or created a RevTrak account, you will be prompted to do so now using your **Email Address** and **Password**.
- ◆ Select the exact participant\* you wish to register for the selected class. You may also select “**A New Person**” if they are not currently listed in your account.

*\*NOTE: The selected participant MUST be the name of the person attending the class.*

Scholar Zone

**Class #:** 2016-17 Scholar Zone  
**Group:** Scholar Zone  
**Date:** 8/29/2016 - 6/9/2017  
**Days:** Mon, Tues, Wed, Thur, Fri  
**Time:** 7:00 AM - 6:00 PM  
**Location:** Nova Classical Academy; Room 204  
**Price:** Contract. Add to cart to see price.

[CLICK HERE to Register for this Class](#)

CHECKOUT

VERIFY

Review & Submit

BILLING

BILL TO:  
John Smith  
1234 Main Street  
Bloomington, NC 55113

PAYMENT METHOD

Please select a payment option

ITEMS

ACADEMIC SUMMER SCHOOL - JANE SMITH \$100.00  
Quantity: 1  
Smith, Jane 05/31/2017 - 07/29/2020 7:30 AM

SUB TOTAL \$100.00  
TOTAL \$100.00

- ◆ Answer ALL required questions before clicking the **Check Out** or **Continue Shopping\*** buttons at the bottom of the page.
  - \*NOTE: If you choose **Continue Shopping** to add additional registrations to your shopping cart, simply select the **Checkout** button when you have finished all necessary registrations.*
- ◆ Within the **Checkout** screen, you can verify your billing address and **Select a Payment Option**, prior to hitting “**Complete Order**”.
- ◆ When you hit “**Complete Order**”, your payment will be processed and a **Receipt** will appear. You receipt will also be emailed to the address on file.