

# How to top up your account

- 1) Visit <https://gymtastic.courseprogress.co.uk/>. To log in simply enter your email address and password. Do NOT select 'Active' or 'Book Class'.

HomePortal BOOK CLASSES LOGIN

### Log in to HomePortal

Enter email

Enter password

Log in

[Forgot password?](#)

### Activate HomePortal

Activate HomePortal account to enjoy the following benefits:

- Top up and move classes 24/7.
- View your account details.
- View progress updates on lessons and courses.

Activate

- 2) On the overview page, you can see details of your child's class, including the date of their next class, last class and if a top up payment is required. If a top up is required, please click 'Top Up'. Please note, that a top up must be made before the start of your child's last class or the space is automatically released.

HomePortal OVERVIEW BOOK CLASSES ACCOUNT LOGOUT

### CHILD'S NAME

10002062

63%

**Foundation: entry level** **Wednesday 16:00**  
(5yrs plus / P1 Mixed)

Prepaid sessions remaining **2**

Next session **Wednesday, September 29th 2021, 4:00 pm** Final session **Wednesday, October 6th 2021, 4:00 pm**

Top up

### Competency

- • • • • Straight jump to land (1)  
Last updated: Friday, August 13th 2021
- • • • • Rock and roll to stand\*  
Last updated: Saturday, July 10th 2021
- • • • • Tucked bunny jump (1)  
Last updated: Saturday, July 10th 2021

View all competencies

### Class history

3) Using the drop -down menu, select how many classes you wish to top up by. Select 'Continue'.

HomePortal

OVERVIEW BOOK CLASSES ACCOUNT LOGOUT

CHILD'S NAME  
10002062

Foundation: entry level (5yrs plus /P1 Mixed) Wednesday 16:00

63%

Prepaid sessions remaining 2

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Final session Wednesday, October 6th 2021, 4:00 pm

Top up

Payment

CHILD'S NAME

Foundation: entry level (5yrs plus /P1 Mixed) Wednesday 16:00

Stage 1 - 55 mins £71.40

Number of sessions 12

Cancel Continue

4) Enter the bill payer's details, click 'Pay' to be directed to WorldPay where you can complete the online payment.

Secure Payment Page

Select language English

Payment method Visa

Description Class Bookings

Amount £71.40

Verified by VISA

Card details

\* Indicates a required field

\* Card number

Security Code

\* Expiry date

\* Cardholder's name

Cardholder details

\* Indicates a required field

\* Address 1

Address 2

Address 3

\* Town/City

Region

Postcode/ZIP code

\* Country United Kingdom

Telephone

Fax

\* Email address

Cardholder validation

Please complete this challenge to prove you are a real person:

I'm not a robot

reCAPTCHA

Start again

Cancel

Make payment

WorldPay (UK) Limited © 2012

5) You will receive email confirmation of your top up/payment. If you select 'back' during the payment process you may be presented with the following message, please click 'ignore previous payment' to retry.

The screenshot shows a web browser window with the URL <https://gymtastic.courseprogress.co.uk/overview>. The page header includes a home icon and the text "HomePortal", and navigation links for "OVERVIEW", "BOOK CLASSES", "ACCOUNT", and "LOGOUT".

The main content area is divided into two panels. The left panel displays a user profile for "CHILD'S NAME" (ID: 10002062). It shows a progress indicator at 63%, the class "Foundation: entry level (5yrs plus /P1 Mixed)" on "Wednesday 16:00", and "Prepaid sessions remaining" as 2. It also lists the "Next session" (Wednesday, September 29th, 2021, 4:00 pm) and the "Final session" (Wednesday, October 6th, 2021, 4:00 pm). A "Top up" button is located at the bottom right of this panel.

The right panel is a modal message box with a red border and a close button (X) in the top right corner. The message title is "Existing topup sent for payment and waiting for response". The text reads: "A payment has been attempted for this member. Although at present, the payment is not confirmed. Please click the button below, only if you know the previous payment failed. Otherwise you will pay multiple times for this topup." Below the text is a teal button labeled "Ignore previous payment". A large black arrow points from the right towards this button.