



Athletics, Activities & Events
Andy Harrison, Director

"Home of the Knights"

American International School – Vienna
Salmansdorferstasse 47, 1190 Vienna, Austria
Tel: +43 1 40132 2401 Fax: +43 1 40132 280
<http://www.ais.at>

ASA Registration Navigation

The ASA registration process can be a stressful one. We hope that by reviewing this document beforehand you can be better prepared and relieve some of the stress involved.

Once registration opens, you will have to complete the four steps below to register for a class.

Step 1: The ASA homepage

American International School · Vienna
Salmansdorfer Strasse 47, A-1190 Vienna, Austria

SEARCH GO

ABOUT ADMISSIONS ACADEMICS ATHLETICS ARTS **ACTIVITIES** PARENTS ALUMNI DONATE CALENDAR CONTACT

Activities & Clubs List
After School Activities
ASA Semester One
Ski Plus+
Soccer Factory
Summer Camp

Home > Activities > After School Activities > ASA Semester One

After-School Activities (ASA's) - Semester One 2012/13

The ASA program for the 2012/2013 school year will begin on the 8th September (please check specific start dates for some activities). Please refer to the specific dates listed for each activity. The first semester will end on Dec 20 (or earlier).

You need to register your child before the class begins.

You will be able to register your child when our registration system opens on the **29 August at 12:00 noon**. Please register as soon as possible to avoid disappointment because some classes fill very quickly. Deadline for registration is the **2nd September**.

REGISTRATION can be done **ONLINE** by clicking the link below.

For questions please contact [Claudia Bonek](#) at 0699-140 132 92 or [Nick DeForest](#) at 0699-140 132 96.

REGISTRATION HERE ON AUGUST 29th at 12.00 NOON!

Fees: NEW FOR 2012/2013
There is a set fee for all activities (except for Tennis and Swimming) which is set by the school. 8 Euros for 1 hour activities and 12 Euros for 1.5 hour activities.

Payment is made directly to the teacher of the class your child/ren attend(s). **PLEASE DO NOT SEND ANY PAYMENTS TO SCHOOL WITH YOUR CHILDREN FOR SIGN-UP.**

Below you can see which activities are on offer and how much they cost. The price is **for the whole program**. There are no refunds for classes missed by the students, and teachers will offer make-up classes if their class cannot meet at the regular scheduled time.

AFTER SCHOOL CARE CLUB	FRENCH CLUB	PAPER BEAD JEWELRY MAKING
ARTY SMARTIES	GERMAN ADVANCED	PHOTOGRAPHY - DIGITAL
BALLET- CREATIVE DANCE/PRE-BALLET & ADVANCED BALLET	GERMAN CONVERSATION FOR BEGINNERS	RHYTHMICAL EDUCATION
BALLSPORTS	GIRLS SPORTS DEVELOPMENT	SCIENCE
BASKETBALL CLINIC	GUITAR - BASIC	SPANISH
CHESS BASIC	GYMNASTICS	SWIMMING BEGINNERS

1. Please click **Activities** on the **AIS website** and then on the **ASA Semester page** (either Semester 1 or 2)
2. Once on the page there will be a box saying when registration begins. At the exact date and time stated in the box the link will change to say **REGISTER HERE**. By clicking that link you will be taken to the registration page.

Continued on the next page...



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Step 2: The main registration page

Please click on *register* for your chosen activity

Code Name	Room	Grades	Day	Time	Sign-ups	Capacity		
A03 After School Care Club	Register	E12	Pre-K - 5	Monday	15:30 - 16:30	0	20	Sign-ups
A04 After School Care Club	Register	E12	Pre-K - 5	Monday	15:30 - 17:00	0	20	Sign-ups
A05 After School Care Club	Register	E12	Pre-K - 5	Wednesday	15:30 - 16:30	0	20	Sign-ups
A06 After School Care Club	Register	E12	Pre-K - 5	Wednesday	15:30 - 17:00	0	20	Sign-ups
A07 After School Care Club	Register	E12	Pre-K - 5	Friday	15:30 - 16:30	2	20	Sign-ups
A08 After School Care Club	Register	E12	Pre-K - 5	Friday	15:30 - 17:00	0	20	Sign-ups
A09 Arty Smarties	Register (Waiting List)	ES	- 2	Thursday	15:15 - 16:15	19	12	Sign-ups
A10 Arty Smarties	Register (Waiting List)	ES	5	Monday	15:15 - 16:45	14	10	Sign-ups
B1 Ballet - PreBallet	Register	Activity Room	Pre-K - 5	Friday	15:30 - 16:20	7	15	Sign-ups
B2 Ballet - Advanced	Register	Activity Room	1 - 5	Friday	16:25 - 17:15	2	15	Sign-ups
B3 Ballsports	Register	Sportshall	1 - 5	Wednesday	15:30 - 17:00	18	35	Sign-ups

3. Find the activity that you are interested in and click Register
4. If the class is full then you can still Register for the Waiting List
5. After you register you can see the names of all of the children registered in an activity

Step 3: Entering Data

AIS After School Activity Registration Form

Those fields marked with an asterisk (*) are required.
Mit Sternchen (*) gekennzeichnete Felder müssen ausgefüllt werden.

Name of Parent/Guardian*

Email Address*

Day telephone number

Handy or Emergency Number*

Child's First Name*

Child's Last Name*

Grade*

Activity

Comments:

I agree to my child(ren) participating in the AIS activity I have listed above. I understand that neither AIS nor the respective instructors accept responsibility for accidents or injury associated with the program.

I also agree to the following ASA guidelines;

1. Most importantly we need to know when your child will not be attending their ASA. When students are absent from school we have a record that they will not be at their ASA but if you have another appointment or your child cannot attend for any other reason, please let us know. You can send a note with your child directed to the ES secretary or their home room teacher or you can give me a call if something comes up during the day.

6. Enter your personal data and any comments you may have here
7. Scroll down to the bottom of the page and accept the rules and regulations



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Step 4: Review Date

AIS After School Activity Registration Form

Registration Successful

Thank you for registering.

Please do not hesitate to contact me in case you have any questions.

Claudia Bonek

C.Bonek@ais.at
Telephone: 40132-280
Mobile: 069914013292

The following details have been recorded:

Parent or Guardian's Name:	Mr. Doe
Email:	j.doe@ais.at
Day telephone number:	0140132
Emergency/Handy number:	0699140132
First Name:	Jane
Last Name:	Doe
Grade:	3
code:	C3
Comment:	-
Activity:	Choir

[View Sign-ups](#)
[Return to Activity Registration Page](#)



8. After properly completing the registration you will be taken to this page. Please review the data entered



9. You may then View the sign ups for that class or return to the activity registration page to sign up for another activity

IF YOU HAVE ANY PROBLEMS: Should you have any problems navigating or any other questions, please contact [Nick DeForest](mailto:Nick.DeForest@ais.at) 069914013296 or [Claudia Bonek](mailto:Claudia.Bonek@ais.at) 0699 14013292