

Acuity Registration Directions

Last Updated: 12/8/2025

Link to NVFSC Acuity: <https://app.acuityscheduling.com/schedule/54eddf2>

For those with previous Acuity accounts:

→ *If you do not already have an account in acuity, please navigate down to the “To create an Acuity account” section*

1. Click the “log in” button in the upper right hand corner

SIGN UP LOGIN



Nittany Valley Figure Skating Club Ice Registration

Please register for Club ice and volunteering below.

All skaters must be a Full USFS, Aspire, or Learn to Skate (LTS) member. If skating more than 3 hours this skating year, the skater must have a NVFSC (Full, Associate, or Junior Associate) membership or be a member of PSU Club Figure Skating. Some levels of Club ice have more restrictive membership requirements. Please see details on our [Club Ice document](#).

If you do not have a NVFSC membership and have not already submitted a waiver this year, complete the [electronic waiver](#).

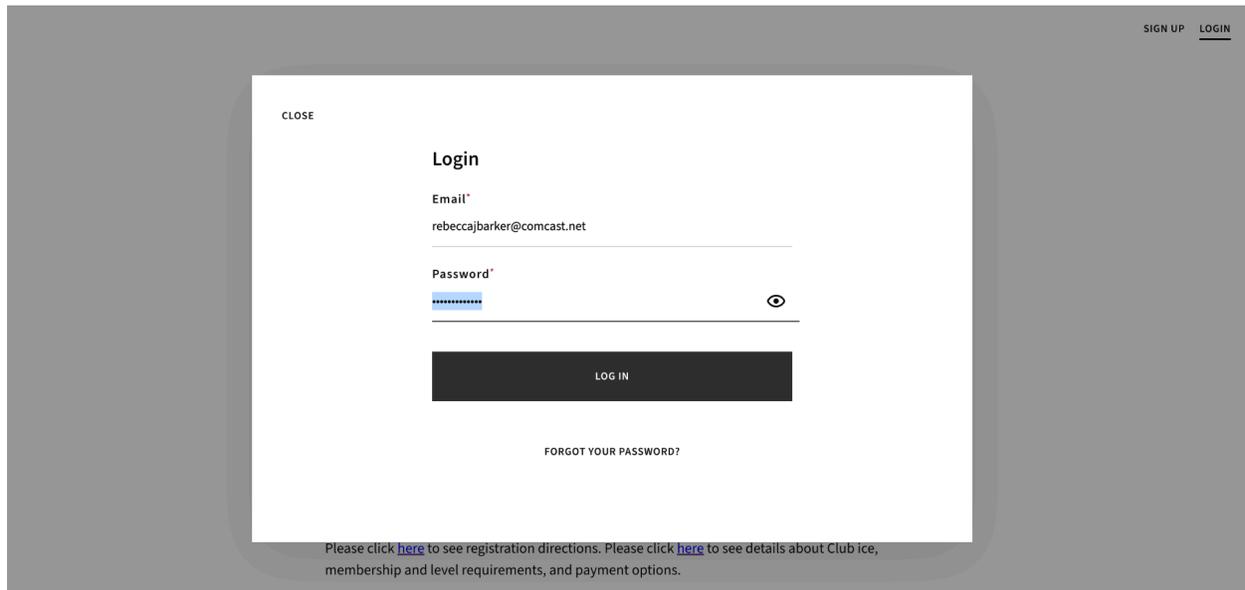
Please click [here](#) to see registration directions. Please click [here](#) to see details about Club ice, membership and level requirements, and payment options.

If you have questions, please email skating@nittanyvalleyfsc.org or contact any Board member.

2. A log in page should pop up on your screen

A screenshot of a login modal window. The modal has a "CLOSE" button in the top left corner. The title is "Login". There are two input fields: "Email*" and "Password*", both with asterisks indicating they are required. The password field has an eye icon to its right. Below the fields is a "LOG IN" button. At the bottom of the modal is a link for "FORGOT YOUR PASSWORD?". The background of the page is dimmed, showing the "SIGN UP" and "LOGIN" links in the top right corner. At the bottom of the page, there is a footer with registration directions and contact information.

3. Fill in the fields with your login information. Select “log in”.



The screenshot shows a login modal window with a 'CLOSE' button in the top left. The title is 'Login'. There are two input fields: 'Email*' with the value 'rebeccajbarker@comcast.net' and 'Password*' with a masked password '*****' and an eye icon to toggle visibility. Below the fields is a dark 'LOG IN' button. Underneath the button is a link for 'FORGOT YOUR PASSWORD?'. At the bottom of the modal, there is a footer with two links: 'Please click [here](#) to see registration directions. Please click [here](#) to see details about Club ice, membership and level requirements, and payment options.'

4. After the system processes your login information, navigate down to the “Select Appointment” section.

Select Appointment

Club Ice

Advanced Club Ice 30 minutes @ \$9.50	BOOK
For skaters who have passed at least standard PreBronze or Adult Silver Skating Skills.	
Intermediate Club Ice 30 minutes @ \$9.50	BOOK
For skaters who have passed Freeskate 1 or Adult 6 through standard Preliminary or Adult Bronze skating skills.	
Beginner Club Ice 30 minutes @ \$9.50	BOOK
For skaters in Basic 5, Basic 6, Pre Freeskate, Freeskate 1, Adult 5, or Adult 6. The skater must be in a private lesson the entire time they are on the ice.	
Beginner Practice Ice 30 minutes @ \$9.50	BOOK

5. Choose the appropriate club ice level for you or your skater and click “book”.
 - a. A summary of each level can be found below
 - i. *Beginner Practice Ice – Skaters in Basic 5, Basic 6, Pre Freeskate, Freeskate 1, Adult 5, or Adult 6 may practice independently. Skaters in Snowplow Sam 3 or 4, Basic 1, 2, 3, or 4, or Adult 1, 2, 3, or 4 must be in a private lesson the entire time they are on the ice.*
 - ii. *Beginner Ice – For skaters in Basic 5, Basic 6, Pre Freeskate, Freeskate 1, Adult 5, or Adult 6. The skater must be in a private lesson the entire time they are on the ice.*
 - iii. *Intermediate Ice – For skaters who have passed Freeskate 1 or Adult 6 through standard Preliminary or Adult Bronze skating skills.*
 - iv. *Advanced Ice – For skaters who have passed at least standard PreBronze or Adult Silver Skating Skills.*

6. You should be directed to a calendar page, titled with your club ice level at the top.

< SELECT APPOINTMENT
Date & Time

APPOINTMENT

Advanced Club Ice with NVFSC

30 minutes @ \$9.50

×

For skaters who have passed at least standard PreBronze or Adult Silver Skating Skills.

< December 2025
>

Tuesday, December 9

TIME ZONE: EASTERN TIME (GMT-05:00)

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

6:30 PM

2 spots left

7:00 PM

11 spots left

7. Choose the day you would like to purchase ice for. On the right hand side you should see a listing of available times.
 - a. *If a time is not available on the sidebar it means that the session is already full. Please continue to check back for cancellations or additional openings.*
8. Click on the time you would like to purchase ice for.
 - a. To register for just one session, choose “select and continue”.
 - b. To add an additional session to register for, choose “select and add another time”
 - c. To register for this session every week, choose “select and make recurring”

Advanced Club Ice with NVFSC ×

30 minutes @ \$9.50

For skaters who have passed at least standard PreBronze or Adult Silver Skating Skills.

< December 2025
> Tuesday, December 9

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

TIME ZONE: EASTERN TIME (GMT-05:00)

6:30 PM
2 spots left

7:00 PM
11 spots left

Select and continue

Select and add another time

Select and make recurring

9. After making your selection of all ice times you wish to purchase, you should be directed to a page asking for your information. Your selected ice time will be at the top of the page.
 - a. *Those with a pre-registered Acuity account will have this information pre-filled in for them.*

Advanced Club Ice with NVFSC
30 minutes @ \$9.50
Tuesday, December 9th, 2025 at 7:00 PM EST



For skaters who have passed at least standard PreBronze or Adult Silver Skating Skills.

YOUR INFORMATION

First name*

Rebecca

Last name*

Barker

Phone*

+1 814 826 8832

Email*

rebeccajbarker@comcast.net Add...

Use a comma or press enter/return to add additional email addresses

CONTINUE TO PAYMENT

10. Select “continue to payment”. The following page should appear.

Payment information

Credit or debit card



First name*

Rebecca

Last name*

Barker

Card details*

Card number

1234 1234 1234 1234



Expiration date

MM / YY

Security code

CVC



Country

United States

ZIP code

12345

Save card

Order summary

Advanced Club Ice \$9.50

December 9th, 2025 at 7:00 PM EST

Package, gift, or coupon code +

Subtotal \$9.50

Total \$9.50

PAY & CONFIRM

11. To pay with a credit card, follow steps 1. To pay with a pre-paid package, follow steps 16-.

Part 1

1. Input your credit card information into the required fields.
2. Select “pay and confirm”.
3. A pop up should appear confirming your appointment booking.
 - i. *You are able to reschedule or cancel your booking from the buttons on the lower right hand side of this screen. For additional information on canceling or rescheduling a session, please see the “To cancel a previously booked session” below.*



Rebecca, your appointment is confirmed!

Advanced Club Ice with NVFSC Code applied
Tuesday, December 9th, 2025
7:00 PM - 7:30 PM EST

[ADD TO ICAL / OUTLOOK](#) [ADD TO GOOGLE](#) [RESCHEDULE](#) [CANCEL](#)

4. Your session is now available for viewing under the “Appointments” tab attached to your name at the top right hand corner of the screen

REBECCAJBARKER@COMCAST.NET ^

Appointments

Manage codes

Logout

CLOSE

Appointments

Upcoming Past

Advanced Club Ice with NVFSC
Tuesday, December 9th, 2025
7:00 PM - 7:30 PM EST

Code applied

ADD TO ICAL / OUTLOOK

ADD TO GOOGLE

RESCHEDULE

CANCEL

Advanced Club Ice with NVFSC
Tuesday, December 9th, 2025
7:00 PM - 7:30 PM EST

Code applied

ADD TO ICAL / OUTLOOK

ADD TO GOOGLE

RESCHEDULE

CANCEL

Advanced Club Ice with NVFSC

Code applied



Part 2

1. On the right hand panel, choose the “package, gift, or coupon code” option

Payment information

Credit or debit card



First name*

Rebecca

Last name*

Barker

Card details*

Card number

1234 1234 1234 1234



Expiration date

MM / YY

Security code

CVC



Country

United States



ZIP code

12345

Save card

Order summary

Advanced Club Ice \$9.50

December 9th, 2025 at 7:00 PM EST

Package, gift, or coupon code +

Subtotal \$9.50

Total \$9.50

PAY & CONFIRM

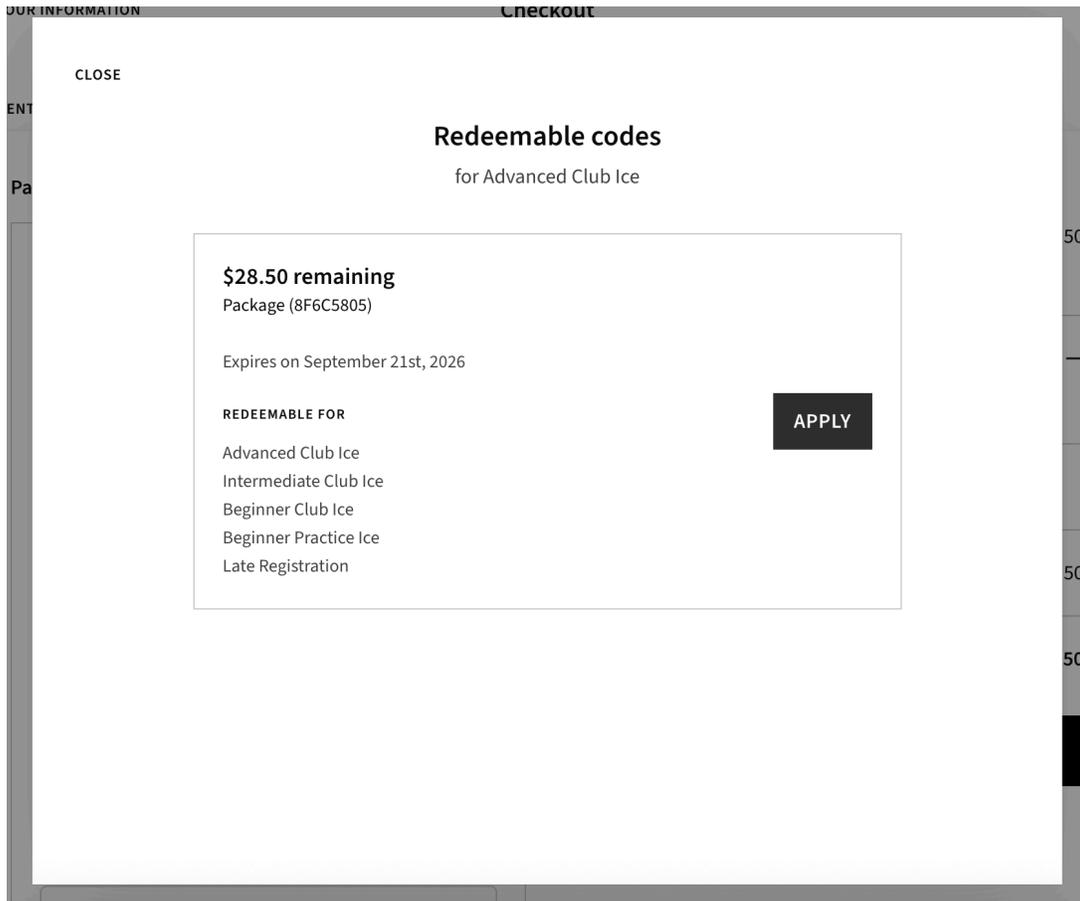
2. Click on “view your redeemable codes”

Package, gift, or coupon code

Enter code

[VIEW YOUR REDEEMABLE CODES >](#)

3. A pop up should appear containing your code, the amount remaining on it, and what it is eligible to be used for.



4. Select “apply”.

5. Your cart should now reflect your code and have a total price of \$0.

PAYMENT

Payment information

Credit or debit card 

First name*
Rebecca

Last name*
Barker

Card details*

Save card

Order summary

Advanced Club Ice \$9.50
December 9th, 2025 at 7:00 PM EST

Package, gift, or coupon code

Package	8F6C5805
-\$9.50	REMOVE

[VIEW YOUR REDEEMABLE CODES >](#)

Subtotal \$9.50
Package -\$9.50

Total \$0.00

[PAY & CONFIRM](#)

6. Select “pay and confirm”

7. A pop up should appear confirming your appointment booking.

ii. *You are able to reschedule or cancel your booking from the buttons on the lower right hand side of this screen. For additional information on canceling or rescheduling a session, please see the “To cancel a previously booked session” below.*



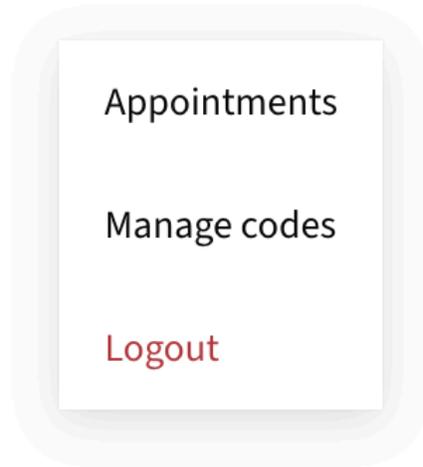
Rebecca, your appointment is confirmed!

Advanced Club Ice with NVFSC Code applied
Tuesday, December 9th, 2025
7:00 PM - 7:30 PM EST

[ADD TO ICAL / OUTLOOK](#) [ADD TO GOOGLE](#) [RESCHEDULE](#) [CANCEL](#)

8. Your session is now available for viewing under the “Appointments” tab attached to your name at the top right hand corner of the screen

REBECAJBARKER@COMCAST.NET ^



CLOSE

Appointments

Upcoming Past

Advanced Club Ice with NVFSC
Tuesday, December 9th, 2025
7:00 PM - 7:30 PM EST

Code applied

ADD TO ICAL / OUTLOOK

ADD TO GOOGLE

RESCHEDULE

CANCEL

Advanced Club Ice with NVFSC
Tuesday, December 9th, 2025
7:00 PM - 7:30 PM EST

Code applied

ADD TO ICAL / OUTLOOK

ADD TO GOOGLE

RESCHEDULE

CANCEL

Advanced Club Ice with NVFSC

Code applied



To create an acuity account:

1. Follow the link at the top of the document to access NVFSCs Acuity page.
2. Click “sign up” at the upper right corner.

SIGN UP LOGIN



Nittany Valley Figure Skating Club Ice Registration

Please register for Club ice and volunteering below.

All skaters must be a Full USFS, Aspire, or Learn to Skate (LTS) member. If skating more than 3 hours this skating year, the skater must have a NVFSC (Full, Associate, or Junior Associate) membership or be a member of PSU Club Figure Skating. Some levels of Club ice have more restrictive membership requirements. Please see details on our [Club Ice document](#).

If you do not have a NVFSC membership and have not already submitted a waiver this year, complete the [electronic waiver](#).

Please click [here](#) to see registration directions. Please click [here](#) to see details about Club ice, membership and level requirements, and payment options.

If you have questions, please email skating@nittanvallevfsc.org or contact any Board member.

3. A pop up should appear asking you to sign up with your email and create a password.
 - a. *The password must contain at least 6 characters, 1 number, and 1 special character.*

CLOSE

Sign up for an account

Sign up for a scheduling account to save your information for faster booking

Email*

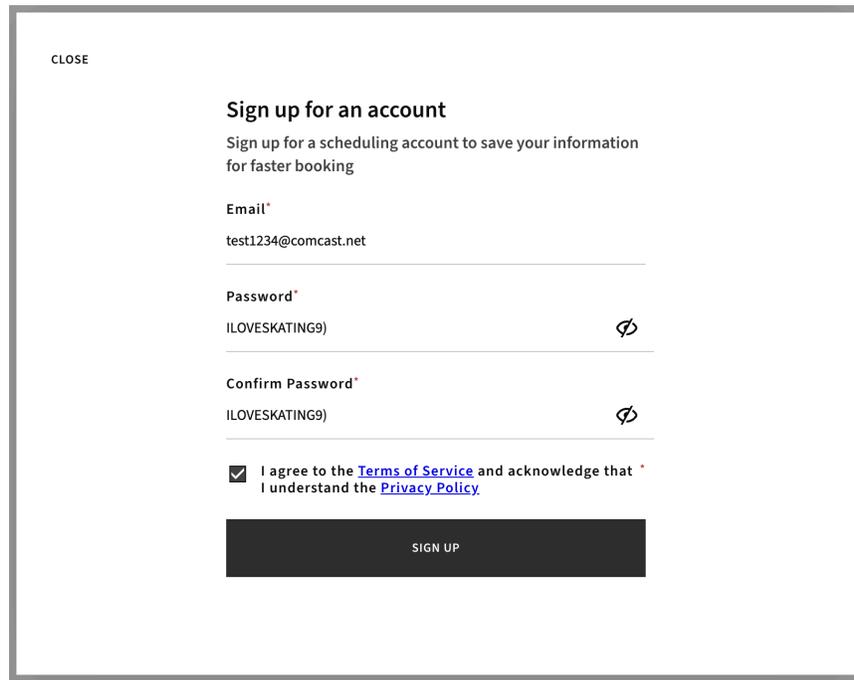
Password*

Confirm Password*

I agree to the [Terms of Service](#) and acknowledge that I understand the [Privacy Policy](#)

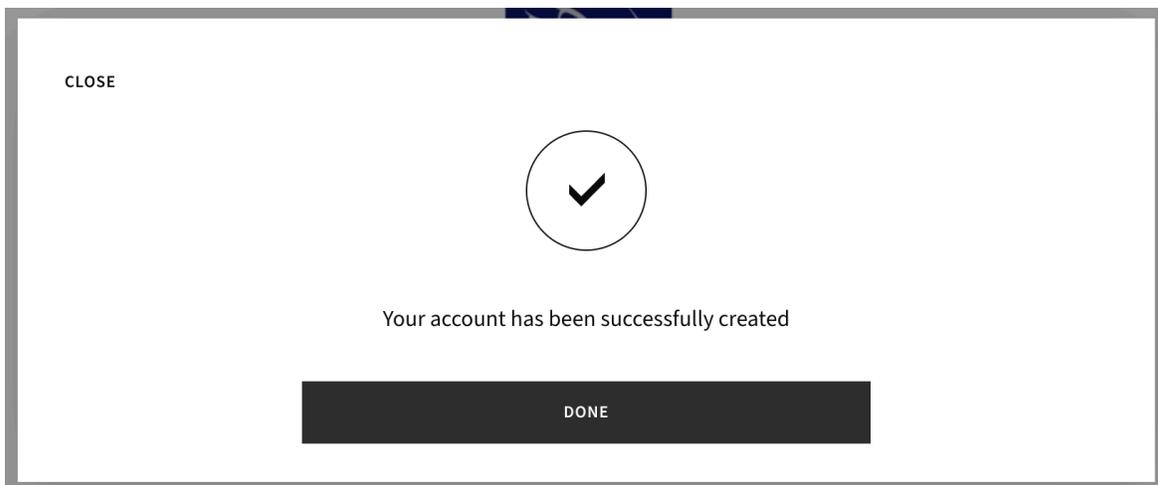
SIGN UP

4. After you have inputted your email and created a password, click the box agreeing to the Terms of Service and Privacy Policy at the bottom.



A screenshot of a web form titled "Sign up for an account". The form is enclosed in a grey border. In the top left corner, there is a "CLOSE" link. The main heading is "Sign up for an account", followed by the text "Sign up for a scheduling account to save your information for faster booking". The form contains three input fields: "Email*" with the value "test1234@comcast.net", "Password*" with the value "ILOVESKATING9", and "Confirm Password*" with the value "ILOVESKATING9". Each password field has a small circular icon with a slash on the right side. Below the input fields is a checkbox that is checked, with the text "I agree to the [Terms of Service](#) and acknowledge that I understand the [Privacy Policy](#)". At the bottom of the form is a dark grey button with the text "SIGN UP".

5. Once checked, select "sign up".
6. A pop up should appear confirming your registration. You will also receive an email confirmation of your account.



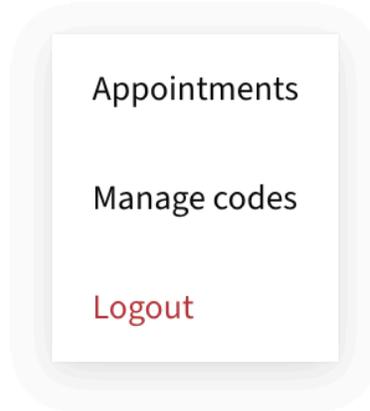
A screenshot of a confirmation pop-up window. The window has a grey border and a "CLOSE" link in the top left corner. In the center, there is a large circular icon containing a checkmark. Below the icon, the text reads "Your account has been successfully created". At the bottom of the pop-up is a dark grey button with the text "DONE".

7. You are now able to register for club ice, buy packages, and volunteer with NVFSC.

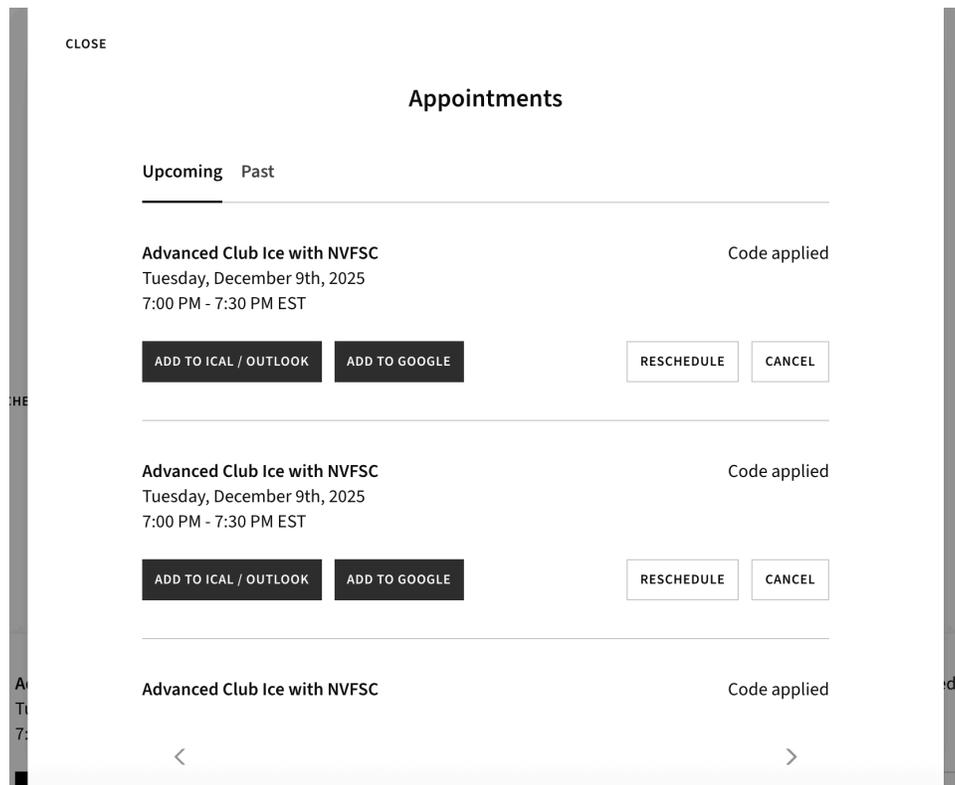
To cancel a previously booked session/volunteer opportunity:

1. Login to your Acuity account using the instructions at the very top of this document (#1-3 under “For those with previous Acuity accounts”).
2. Select “appointments” under your name in the upper right hand corner.

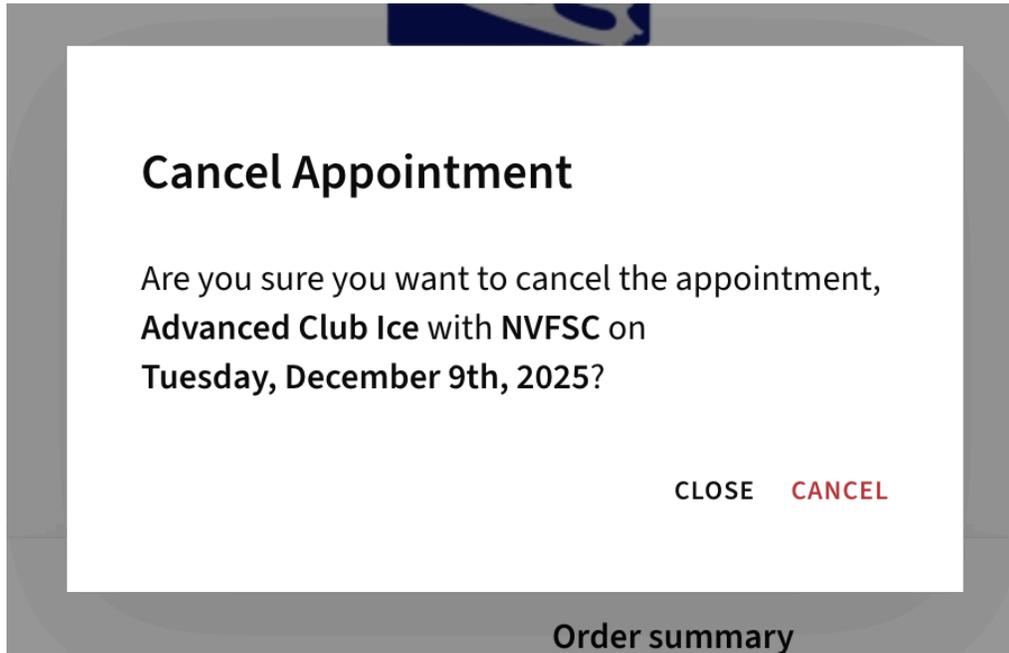
REBECAJBARKER@COMCAST.NET ^



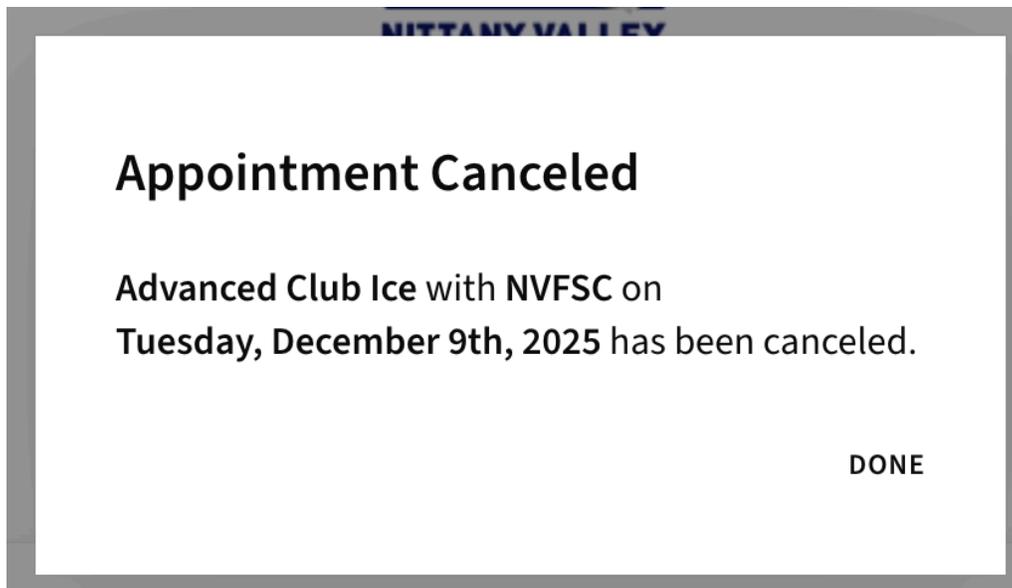
3. A pop up should appear with all of your current appointments. Find the appointment you wish to cancel and select “cancel”



4. A pop up confirming you wish to cancel will appear. Select “cancel”.



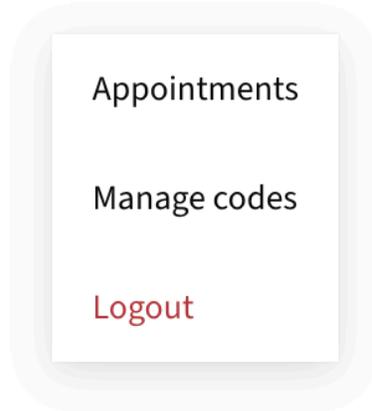
5. You will receive a pop up confirming your cancellation. An email will also be sent.



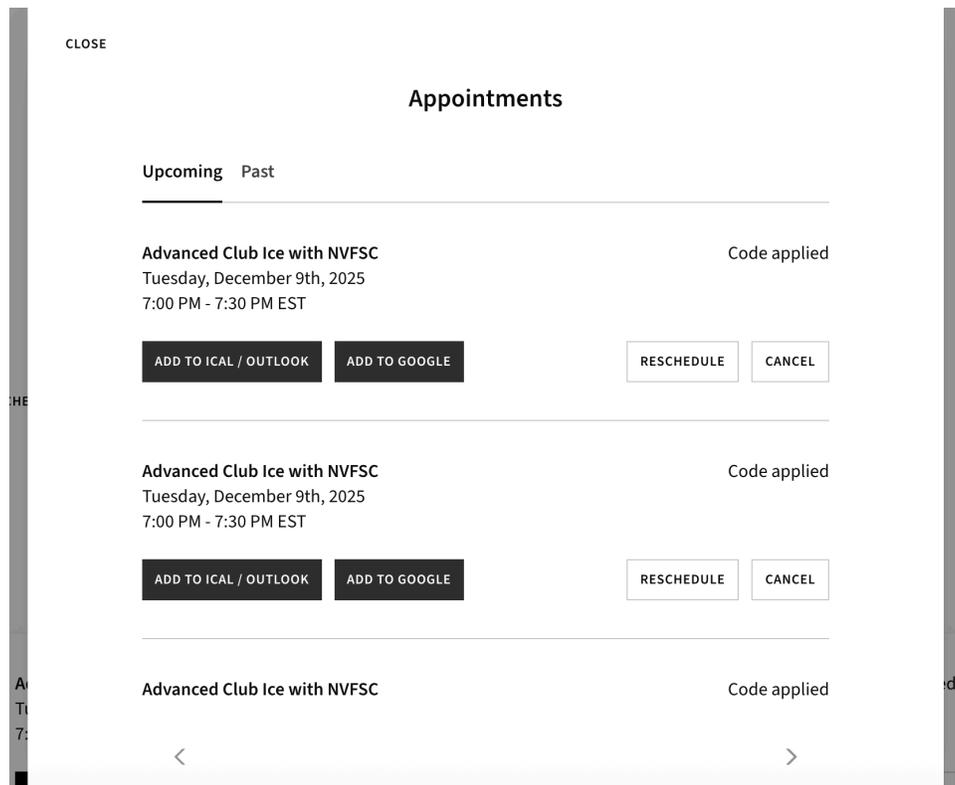
To reschedule a previously booked session/volunteer opportunity:

6. Login to your Acuity account using the instructions at the very top of this document (#1-3 under “For those with previous Acuity accounts”).
7. Select “appointments” under your name in the upper right hand corner.

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8. A pop up should appear with all of your current appointments. Find the appointment you wish to cancel and select “reschedule”



9. A pop up will appear with available days and times. Select the time you wish to reschedule your appointment to.

CLOSE

Rescheduling from Thursday, December 11th, 2025 at 6:30 PM to...

TIME ZONE: EASTERN TIME (GMT-05:00)

TOMORROW	THIS WEEK	NEXT WEEK	NEXT WEEK	NEXT WEEK
Tuesday Dec 9	Thursday Dec 11	Monday Dec 15	Tuesday Dec 16	Thursday > Dec 18
6:30 PM 2 spots left	6:30 PM 1 spot left	5:00 PM 1 spot left	6:30 PM 3 spots left	6:30 PM 2 spots left
7:00 PM 11 spots left			7:00 PM 11 spots left	7:30 PM 2 spots left

10. You will receive a pop up confirming your appointment has been rescheduled. An email will also be sent.

Appointment Rescheduled

Advanced Club Ice with NVFSC on
Thursday, December 11th, 2025 at 6:30 PM has
been rescheduled to
Monday, December 22nd, 2025 at 5:15 PM.

DONE

To register for a pre-paid package:

1. Login to your Acuity account using the instructions at the very top of this document (#1-3 under “For those with previous Acuity accounts”).
2. Scroll down to the “Products and Packages” section.

 Products & Packages

YOUR CART (1)

Packages

Package - Fall 2025
\$145.00

ADD TO CART

Purchase 20 30-minute segments for a discounted price of \$145, a \$45 savings. You will receive a credit of \$190 that can be used to register for Club ice.

You must register for ice time in Acuity before the session.

When you have used all your segments, you can purchase a new package or switch to pay as you go.

Packages expire on July 1, 2026.

Immediate family members may share a package.

The skater must be a NVFSC member (Full, Associate, or Junior Associate) or a member of the Penn State Figure Skating Club. If sharing a package, all family members must meet the membership requirement.

3. Select the package you wish to purchase, and choose “add to cart”.
4. You will be redirected to a page where Acuity will prompt you to input your personal information.
 - a. *Please note: the amount of packages being bought can be adjusted on the right hand column of this page.*
 - b. *If you have a pre-registered account in Acuity, your information may be automatically added in.*

<p>Your information</p> <p>First name* Rebecca</p> <hr/> <p>Last name* Barker</p> <hr/> <p>Phone* +1 814 826 8832</p> <hr/> <p>Email* rebecca@barker@comcast.net X Add...</p> <p><small>Use a comma or press enter/return to add additional email addresses</small></p> <p>> Add note to business</p>	<p>Order summary</p> <p>Package - Fall 2025 \$290.00</p> <p style="text-align: center;">- 2 + REMOVE</p> <hr/> <p>Coupon code +</p> <hr/> <p>Subtotal \$290.00</p> <hr/> <p>Total \$290.00</p>
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CONTINUE TO PAYMENT

5. Select “continue to payment”.

6. You will be prompted to input your payment information. Once completed, select “Pay and Confirm”.

<p>Payment information</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>Credit or debit card VISA AMEX MCDONALD DISCOVER</p> <p>First name* Rebecca</p> <hr/> <p>Last name* Barker</p> <hr/> <p>Card details*</p> <p>Card number 1234 1234 1234 1234 VISA MCDONALD DISCOVER AMEX</p> <p>Expiration date Security code</p> <p>MM / YY CVC 123</p> <p>Country United States v</p> <p>ZIP code 12345</p> </div>	<p>Order summary</p> <p>Package - Fall 2025 \$145.00</p> <p>Quantity: 1</p> <hr/> <p>Coupon code +</p> <hr/> <p>Subtotal \$145.00</p> <hr/> <p>Total \$145.00</p>
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PAY & CONFIRM

7. Once payment information is submitted, you should be redirected to a screen confirming your purchase.



Rebecca, your purchase is complete!

You will receive an email confirmation of your purchase.



Package - Fall 2025 (4845A594)
Expires October 17th, 2026

Paid \$145.00

USE PACKAGE

CHECK BALANCE

To sign up for volunteer hours:

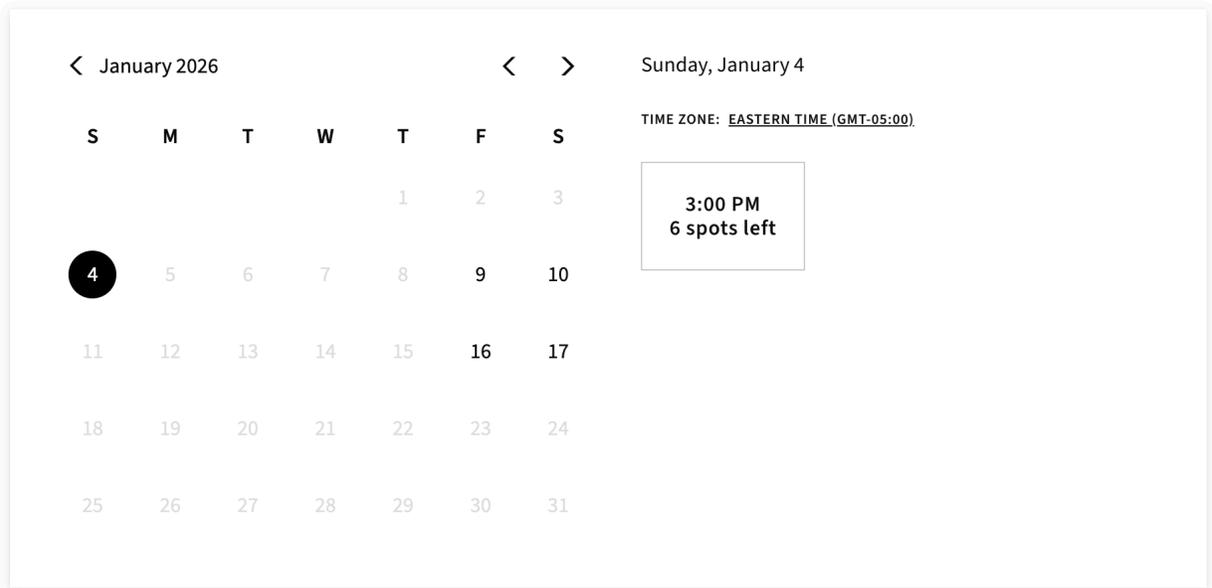
1. Login to your Acuity account using the instructions at the very top of this document (#1-3 under “For those with previous Acuity accounts”).
2. Navigate to the “Volunteering” section.

Volunteering

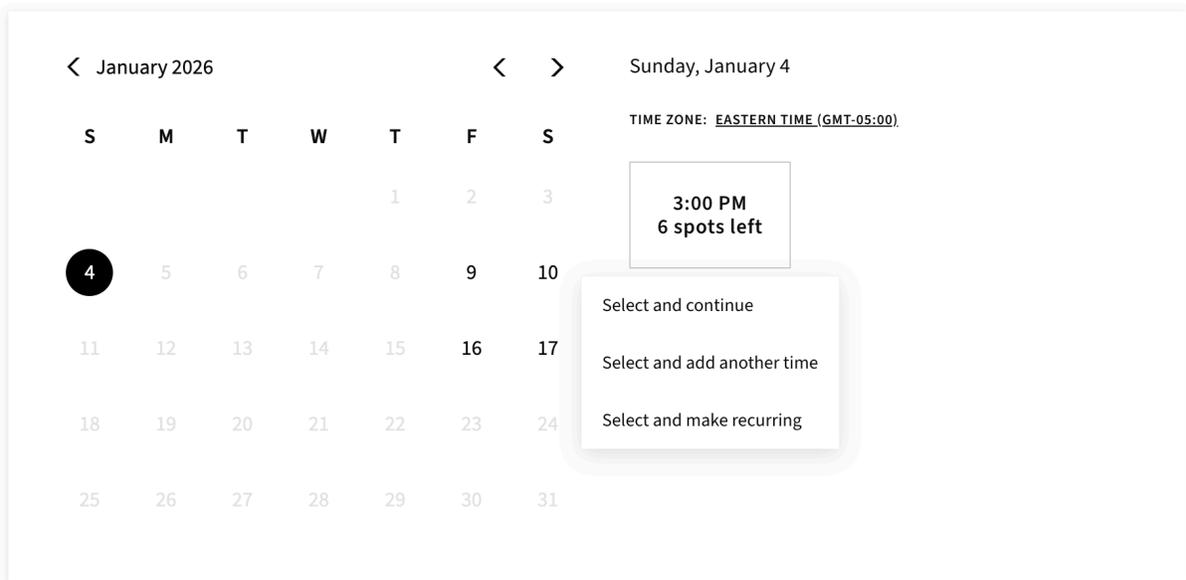
The screenshot displays a list of three volunteer opportunities on a website. Each entry includes a title, duration, a description, and a 'BOOK' button. The first entry is 'Assistant Monitor' (30 minutes), the second is 'Attendance Monitor' (30 minutes), and the third is 'Hockey Concessions' (4 hours). Each entry also has a 'SHOW ALL' link below the description.

Assistant Monitor 30 minutes	BOOK
Help monitor Club ice sessions and manage the music line if needed. Must be at least 18 years old. Deadline for rescheduling and canceling is 24 hours before the segment starts. Please email email skating@nittanyvalleyfsc.org with an ...	
Attendance Monitor 30 minutes	BOOK
Must be trained before signing up to serve as an Attendance Monitor. Email skating@nittanyvalleyfsc.org to arrange training. The Attendance Monitor will take attendance and help monitor Club ice sessions. Must be at least 18 years old. ...	
Hockey Concessions 4 hours	BOOK

3. Select what you would like to volunteer for.
4. A pop up should show the days and times available for volunteering
 - a. *If a time is not available on the sidebar it means that volunteering need is already filled. Please continue to check back for cancellations or additional openings.*



5. Click on the slot you would like to volunteer for.
 - a. To register for just one time, choose “select and continue”.
 - b. To add an additional time, choose “select and add another time”.
 - c. To register for this slot every week, choose “select and make recurring”



6. You will then be redirected to a page asking for your personal information.
 - a. *If you have a pre-registered account in Acuity, your information may be automatically added in.*

YOUR INFORMATION

First name* Rebecca	Package, gift, or coupon code +
Last name* Barker	
Phone* 🇺🇸 +1 814 826 8832	
Email* rebeccajbarker@comcast.net X Add...	
Use a comma or press enter/return to add additional email addresses	
Completed RAMP training* <input type="radio"/> Yes <input checked="" type="radio"/> No	

7. Scroll down to input information about who the volunteer hours should be credited towards.
 - a. *Please fill this out even if you do not need the volunteer hours to count for a current skater or yourself. If this is the case, please list both the first and last name as N/A.*

NVFC Member or Coach

Enter the full name of the skater or coach that the volunteer hours should be assigned to. If hours do not need to be assigned to a member, enter "N/A."

For multi-skater families, use the name of the oldest skater.

This allows us to properly track volunteer hours in EntreEeze.

Skater or Coach First Name*

Skater or Coach Last Name*

CONFIRM APPOINTMENT

8. Once all details are filled in, select “confirm appointment”.
9. You will be redirected to a page confirming your volunteer session details. You are also able to edit your information, cancel, or reschedule this session from this page.



Rebecca, your appointment is confirmed!

Hockey Concessions with Special Events & Concessions
Sunday, January 4th, 2026
3:00 PM - 7:00 PM EST

 Pegula Ice Arena in State College, PA

[ADD TO ICAL / OUTLOOK](#) [ADD TO GOOGLE](#) [EDIT INFO](#) [RESCHEDULE](#) [CANCEL](#)

10. Cancellation and rescheduling directions for volunteer roles can be found under the “to cancel a previously booked session/volunteer opportunity” and “to reschedule a previously booked session/volunteer opportunity” above.