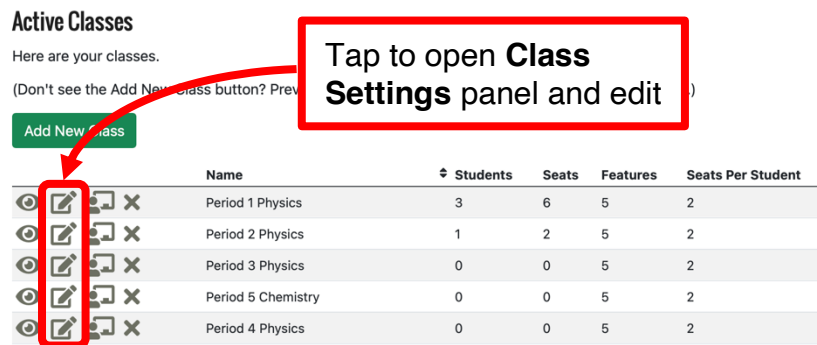# Closing Class Registration

When you purchase a Task Tracker subscription, you plan on purchasing enough seats to accommodate students in your class. Students use your class sign-up code to sign up for your class; as they do, your seats become used up. There are occasions in which a student (or two or three) will join your class more than once. This most often occurs when they initially register with an incorrectly spelled user name. At a later date, after having log-in issues, they may create a second registration in your class using the correctly-spelled username; this consumes additional seats in your subscription.. The simple protection against this is to close your registration after all your students have registered. Registration can be toggled from open to closed at any time. It is done on the **Class Settings** page. Here's how to do it:

1. On your **Classes** page, you will see a table of **Active Classes**. A series of buttons are displayed to the left of each class. Tapping on the **Edit** button (pencil icon) will open the **Class Setting**s page for that particular class.

2. On the **Class Settings** page, deselect **Enable Student Sign Up with Class Sign Up Code**. With it deselected, students will not be allowed to sign up. Registration will be closed to new students.

☐ **Enable Student Sign Up with Class Sign Up Code**

3. Tap the **Save** button at the bottom of the page to save the changes and to close the **Class Settings**.

4. To turn registration back on, open the Class Settings page and make sure the **Enable Student Sign Up with Class Sign Up Code** is selected.

☑ **Enable Student Sign Up with Class Sign Up Code**