



Renewing your Bill Wedlake Fitness Centre Membership Utilizing the Member Portal

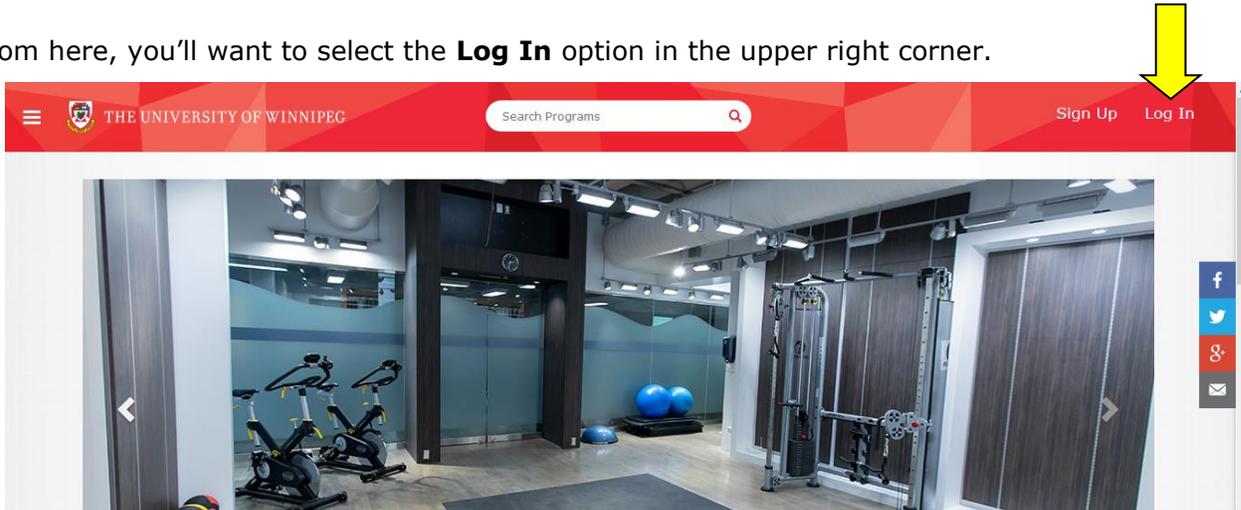
Current Member (Non-Student)

The following are step-by-step instructions to renew your Bill Wedlake Fitness Centre Membership by using the University of Winnipeg Recreation Services Member Portal.

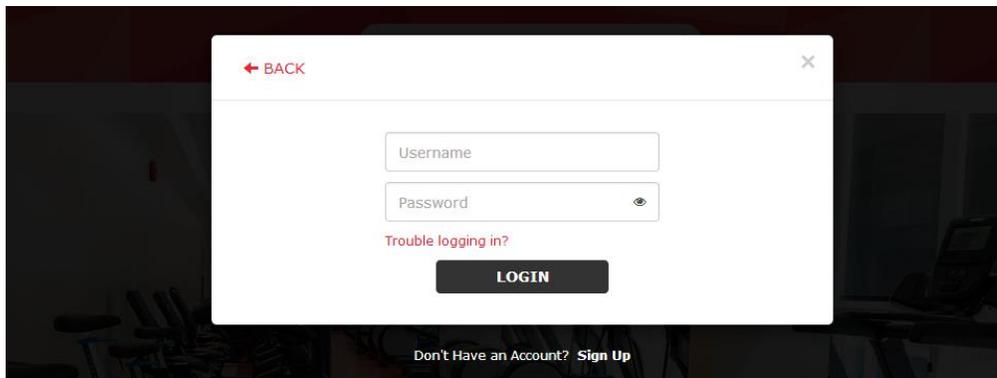
**These step-by-step instructions assume that you have already created an account on our Member Portal. If you need help creating an account or logging in, please visit our [Help Page](#). **

To start, you'll want to open up a browser and go to our Member Portal at: <https://recreationservices.uwinnipeg.ca/>

From here, you'll want to select the **Log In** option in the upper right corner.



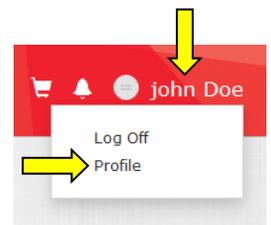
This will take you to the log in page.



Log in using your username and password.

Once you have logged in, the **Log In** option in the upper right corner will change to your screen name.

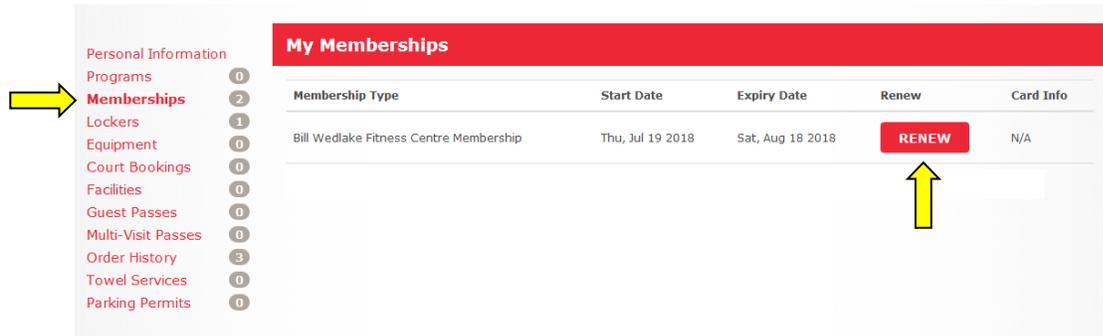
Click on your screen name to open a menu and select the **Profile** option.



Your profile displays your general information and gives you options to access details about your activity.

In the options along the left side of the screen, select **Memberships**.

This will display any current membership details you have an agreement for.

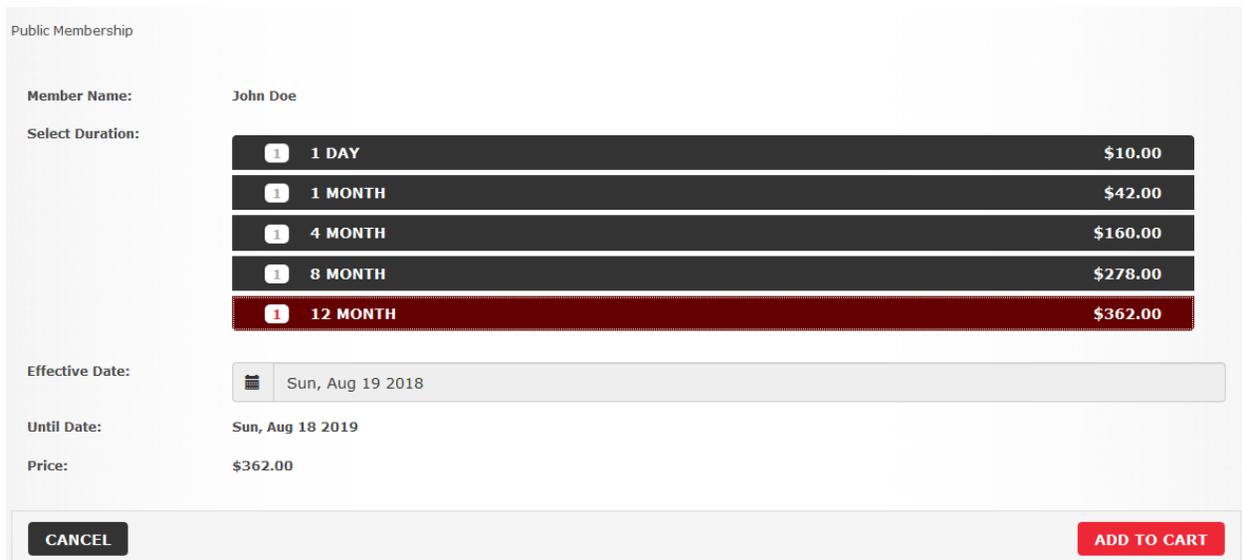


To renew your membership, simply click on the **Renew** icon.

You will be given the different membership length options, along with their corresponding prices.



Select whichever one fits your needs.



Once you make a selection, the specific membership details will be displayed. If these are correct, click the **"add to cart"** icon.

You will then be prompted to review and accept the University of Winnipeg Recreation Services Waiver. Please read carefully! If you accept the terms and conditions, please select **Accept Now**.



You will be given prompts to review your selections.

At this point, you can click the **Checkout** button or Continue Shopping button if you wish to purchase additional items. We'll continue the instructions assuming you select the checkout option.



A final warning dialog will appear to inform you that you will be directed to an outside site to process the payment. Again, click the **Checkout** button.

Please complete payment by following the steps outlined in the payment site.

Once you've completed the process, you will receive a message that the payment was successful and that you will receive an email with the confirmation. The next time you visit the Bill Wedlake Fitness Centre, make sure to stop by the Customer Service to extend the salto access on your membership card.

Your Order was Processed Successfully

Payment was Successful

A receipt has been sent to you.

*Need assistance with the Recreation Services Member Portal?
Contact recreationsservices@uwinnipeg.ca*