Step 1: Once you submit the google form, look for the Self-Service Invitation email from Villanova Recreation. Accept the invitation to log in to Self-Service software.

Hi ashley montecchio,

You have been invited to register for an account on the self-service website of Villanova Recreation. Review your schedule and billing online, twenty-four hours a day. Follow the link below to get started!

Accept Invitation

If you are unable to complete your registration by clicking on the button above, click the link below or copy and paste it into the address bar of your web browser.

https://GroupExsRegister.ezfacility.com/register/invitations/72b5565a-f1ac-48ee-889b-5fced3ac0569/16086819

Villanova Recreation, 800 E Lancaster Ave, Villanova, Pennsylvania 19085

This email was sent to ashleymontecchio@gmail.com.
Step 2: Create your username and password.
Step 3: Once logged in, select “packages” on the left-hand side, under the “Buy” tab.
Step 4: Buy the “FC Reservation” package, which will allow you to book sessions in any of the fitness centers.
Step 5: Click “complete checkout” to secure your package selection.
Step 6: The home screen will show you a calendar view of available sessions in each location. Simply click on the desired session to book your spot. (Tip: use the "filter" function on the top right to customize your calendar by specific packages.)

You can always refer to the “My Schedule” tab on the left-hand side to confirm which sessions you’ve reserved.
Step 7: Once you select your session on the calendar, click “complete checkout” to secure your reservation.

Reservations are made in 15 minute time blocks. You can stay up to 1 hour from the start time of the reservation that you book. This means, if you book a 3-3:15PM time slot, you are allowed to come into the fitness center anywhere between 3-3:15PM but must leave by 4PM. You do not have to book more than one 15 minute time block.