

Welcome to ClubsBuddy

ClubsBuddy is Bangkok Prep's convenient online booking system designed for our community and visitors. Register once to easily book events, activities, sports camps, and facility reservations—all with secure online payments via credit card or PromptPay.

📄 **Important for Bangkok Prep Families:** ClubsBuddy is separate from SchoolsBuddy (used for ECAs). You'll need to complete a one-time registration for your family, similar to the SchoolsBuddy process.

[Register Now on ClubsBuddy](#)



Getting Started: Registration Steps

BANGKOK PREP
Login Register
Email
Password
Remember me for 30 days (do not select for shared computers)
Login
Cancel
Forgotten Password?

Bangkok Prep CB - Register Account
Please select 'Both Myself and my Children' to start the registration process.
Who Are You Registering?
 My Children
The first form is your details and you can add your children on the following pages.
 Me Only
You are the only active member of this organisation being registered.
 Both Myself and my Children
The first form is your details and you can add your children on the following pages.
Email address *
Confirm Email Address *
Set New Password *
Confirm New Password *
First name *
Last name *
Address *
Town *
Country *
Postcode *
Mobile *
Home Telephone *
Bangkok Prep parent/ guardian *
Yes No
If yes, children's name(s):
Continue

BANGKOK PREP
4
Login Register
Registration successful. Please log-in with your new credentials. If your account is not recognised, your account is still being provisioned. Please wait a few moments and try again.
Email
pany@gmail.com
Password
Remember me for 30 days (do not select for shared computers)
Login
Cancel
Forgotten Password?

Bangkok Prep CB - Register Child
5
First name *
Last name *
Date of Birth *
Gender *
Nickname:
Age *
School:
School Year / Status: *
Nursery 6
Nationality: *
Medical conditions:
Dietary requirements:
Emergency contact Name: *
Emergency contact Mobile Number: *
Emergency contact relationship: *
Parent 7
Add Another Finished

bangkokprep.clubsbuddy.net/Messaging#/inbox
BANGKOK PREP
Home My Diary Fees Bookings 8
My Messages
Inbox
Status
Current Teams
Unread 0
Starred 0
Archived
Search
Inbox
Filter
No Messages

Quick Start Guide

Visit bangkokprep.clubsbuddy.net to begin your registration journey. Please note that ClubsBuddy currently operates as a web platform without a mobile app.

Step 1: Initiating Registration

- Click on the **Register** button to begin. Follow steps 1-8 in the screenshots. Fill in the required information on Page 2 and click the **Continue** button once completed.
- We recommend selecting **Registration for both myself and my children**.
- If your children are not Bangkok Prep students, please select **No**.

Step 2: Confirmation Email

- Check your email inbox for a confirmation link to finalize your registration. Once you've confirmed, log in again to add your children's information.

Managing Your Family Account

The screenshot shows the Bangkok Prep website interface. In the top right corner, there is a user profile icon with the letters 'TT' inside a circle, which is highlighted with a red box and labeled 'My Account'. Below this, there is a blue button with a plus sign and the text '+ Add Child', also highlighted with a red box. On the left sidebar, there is a 'Linked' option with a chain link icon, highlighted with a red box. The main content area shows a 'Members' table with the following data:

Last name ▼	First name	Email address	Mobile	Active	Last access
RecAug2020	Student Nok 1	08ed2f13ad0a407b99ea31207ab15ae1@buddy.dummy			
Student Nok 2	Student Nok 2	6fc79489163d4bfab7920bd2f02a5dde@buddy.dummy			

How to Add More Children or another adult after Completing Registration

- Click on **My Account** located in the top-right corner of the page.
- Click on 'My Account' > Click on '**Linked**' > Click on '**+Add Child**' > Fill out information > Click on '**+Add Another**' if you want to add more family members/ Click on '**Finished**' when you have register for all family members.

The form is titled 'Bangkok Prep CB - Register Child'. It contains the following fields:

- First name *
- Last name *
- Date of Birth * (with a calendar icon)
- Gender * (dropdown menu)
- Nickname:
- Age: *
- School:
- School Year / Status: * (dropdown menu, currently set to 'Nursery')
- Nationality: *
- Medical conditions: (text area)
- Dietary requirements: (text area)
- Emergency contact Name: *
- Emergency contact Mobile Number: *
- Emergency contact relationship: * (dropdown menu, currently set to 'Parent')

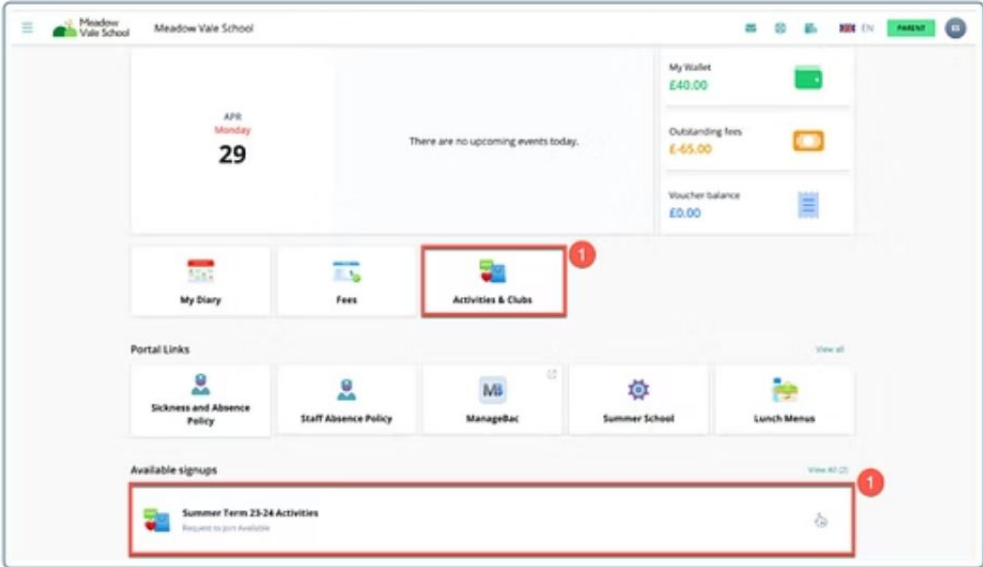
At the bottom right of the form, there are two buttons: '+ Add Another' and 'Finished', both highlighted with a red box.

One Account Per Family: Please ensure only one adult family member creates the account and registers all family members. Multiple accounts per family can cause booking conflicts.

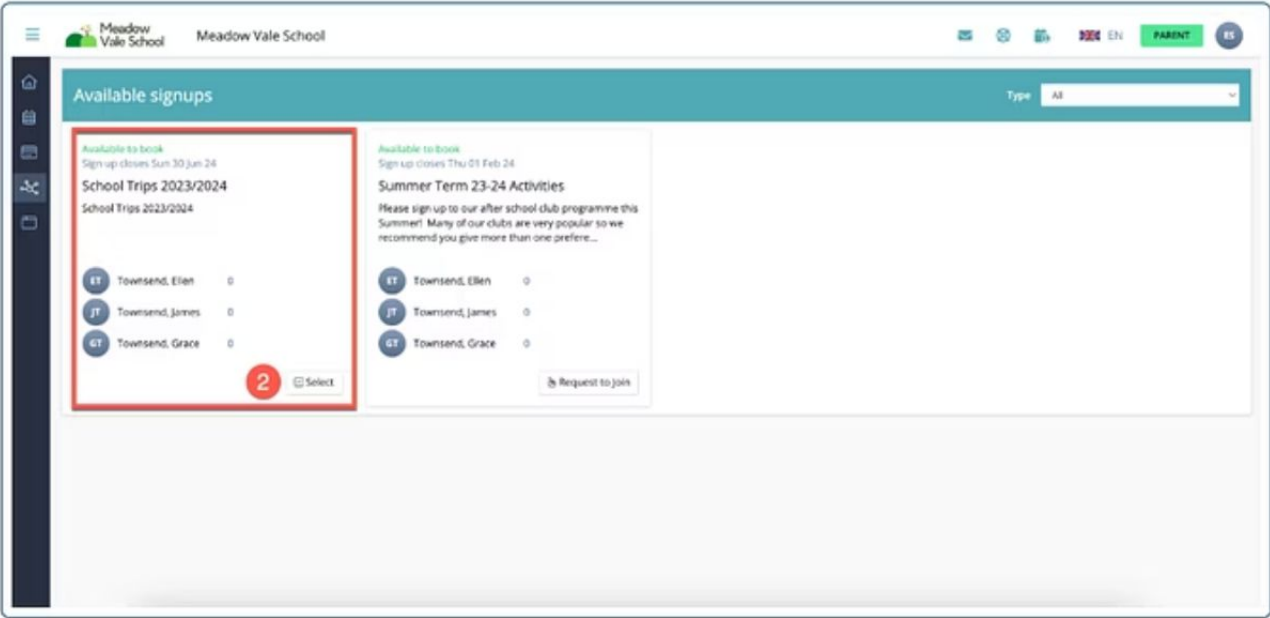
Browse and Select Activities

Making a Booking

1. Click on **Activities & Clubs** or one of the **Available Signups** on your **Home** tab to see all the different events or clubs available to your child(ren).



2. Clicking on the **Activities & Clubs** tab will take you to a page similar to this where you can select the activity:



Explore Options

Browse available activities, camps, and events on the main dashboard



Check Details

Review dates, times, pricing, and age requirements carefully

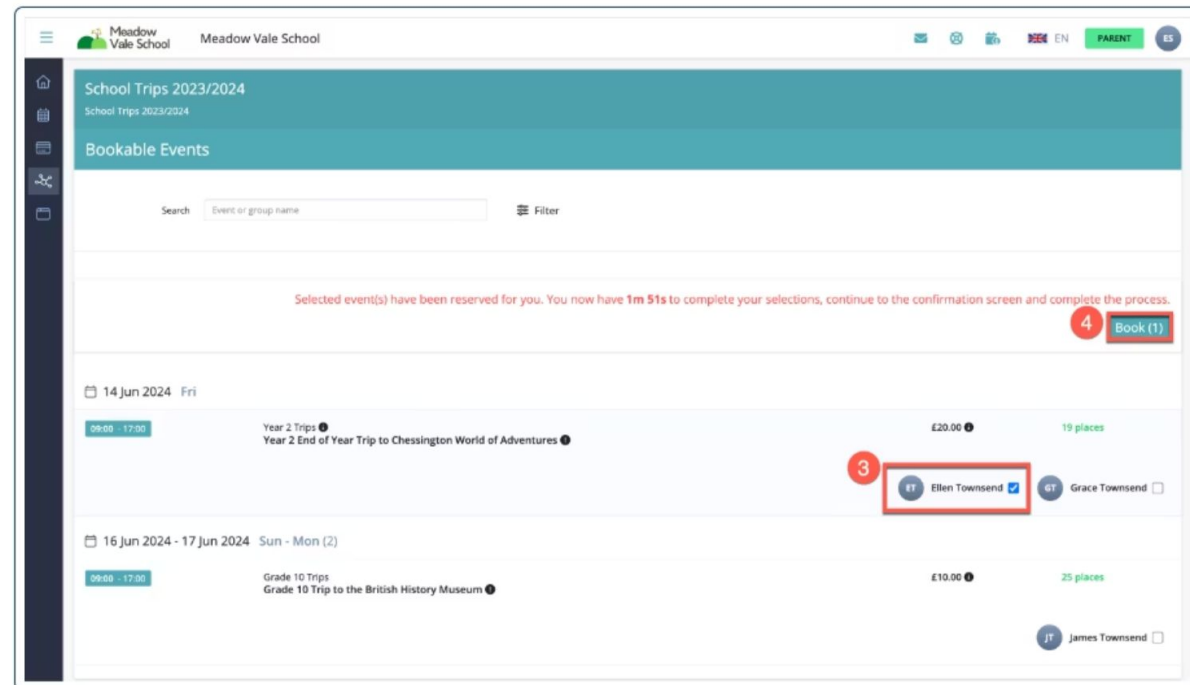


Select Participants

Choose which family members will attend each activity

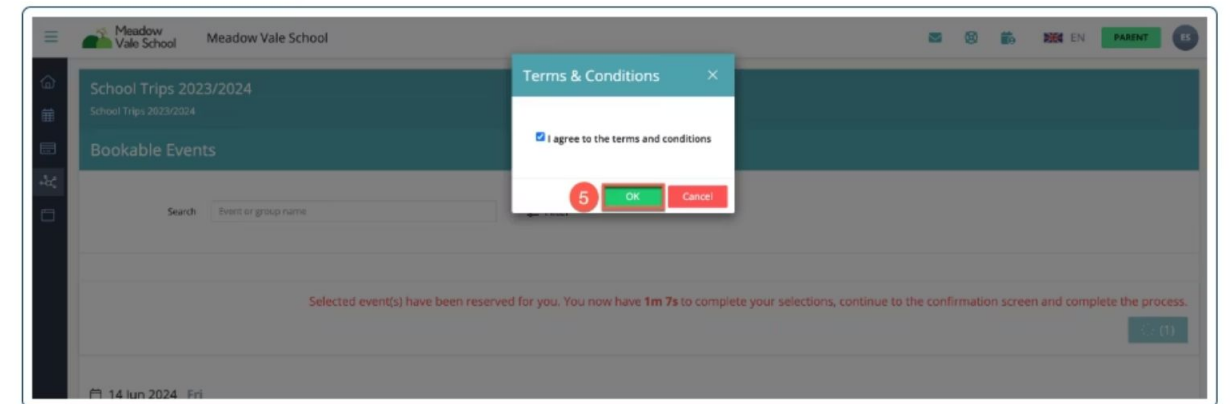
Completing Your Bookings

3. Click the tickbox next to the date of the activity you want to book. If more than one of your children is eligible for the activity you can select the activity for all.
4. Next, click 'Book'.



After selecting your desired activity, review all booking details including participant names, dates, and pricing information before proceeding.

5. The School's terms and conditions will appear in a pop-up box. Select the tickbox and click 'OK' to confirm that you accept the Terms & Conditions.



Confirm your selections are accurate and click through to the payment screen when you're ready to finalize your booking.

Payment Options

Credit Card

Secure payment processing with major credit card providers accepted for instant confirmation

PromptPay

Convenient local payment method for Thai bank account holders with quick transaction processing

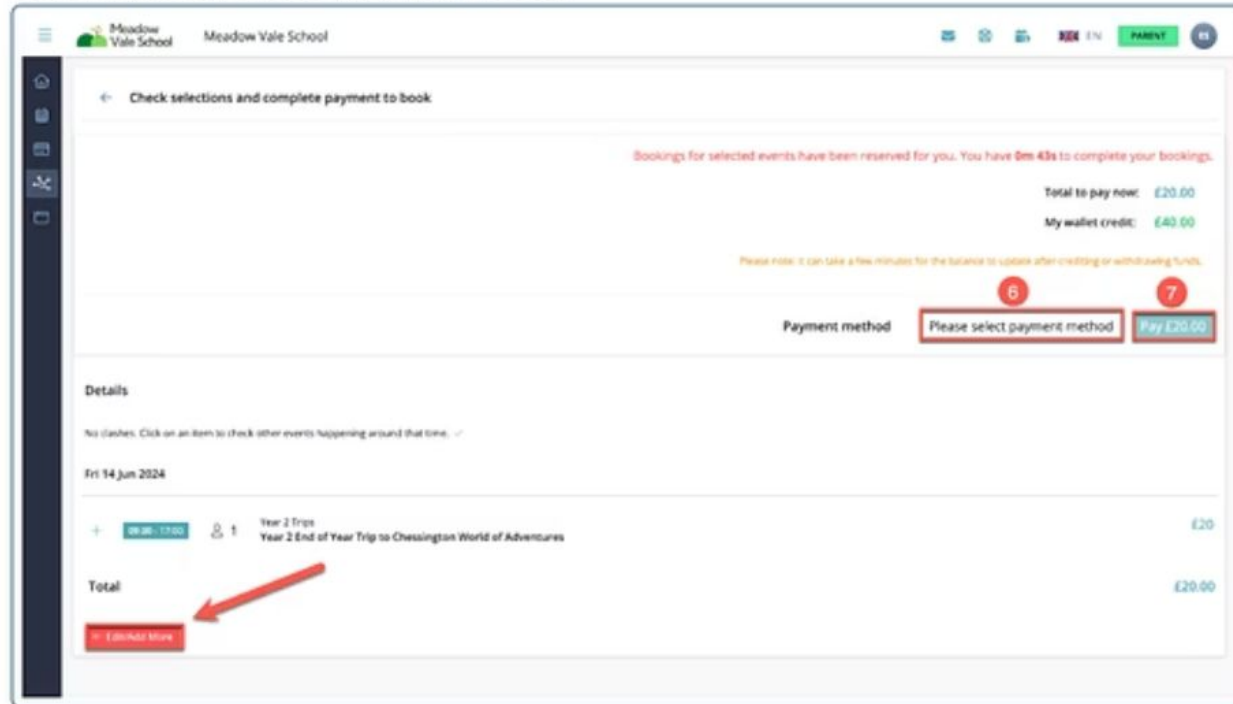
Payment

A booking confirmation screen will show a summary of charges for the events you have selected.

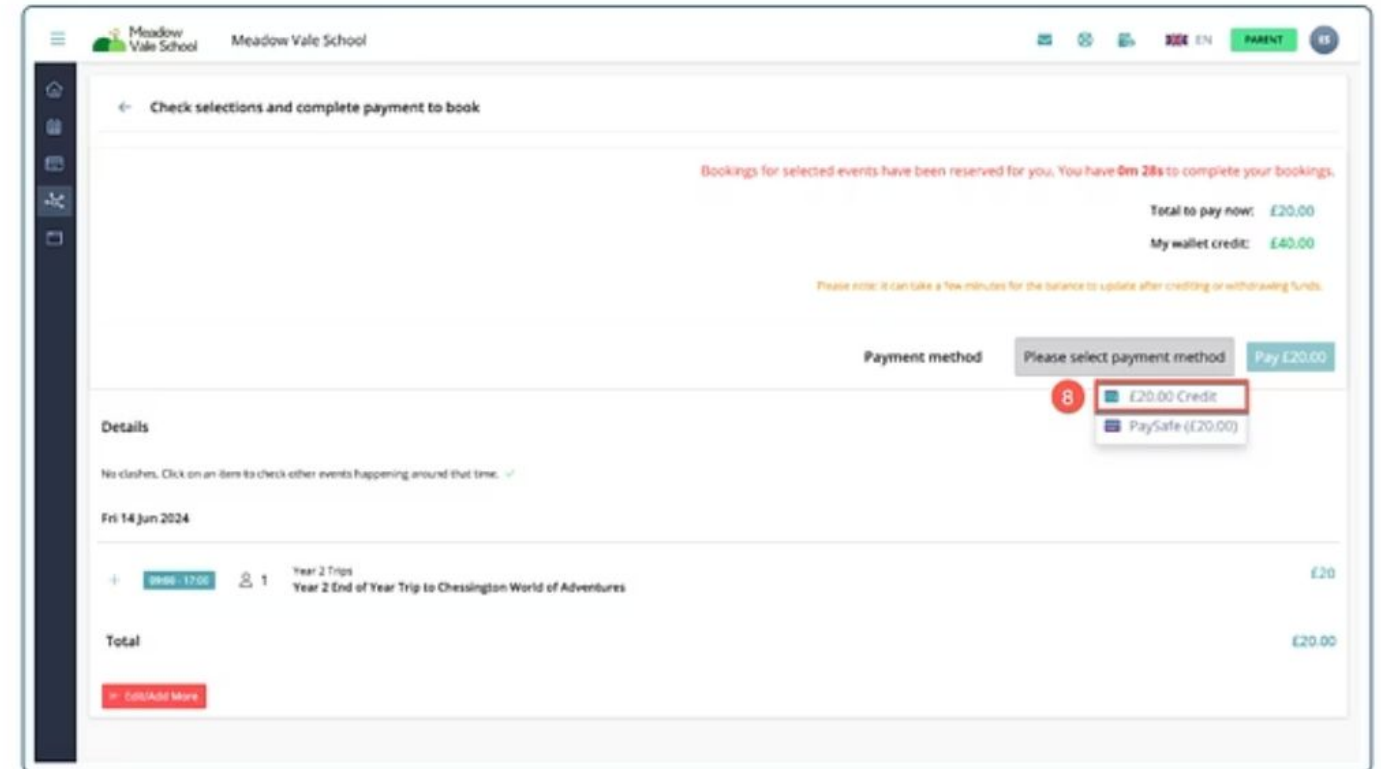
6. Select your preferred payment method from the options available.

7. Once you have selected the payment method, click 'Pay'.

If you want to remove or select more events click 'Edit/Add More'. If you are happy with your selection you can choose a payment method.



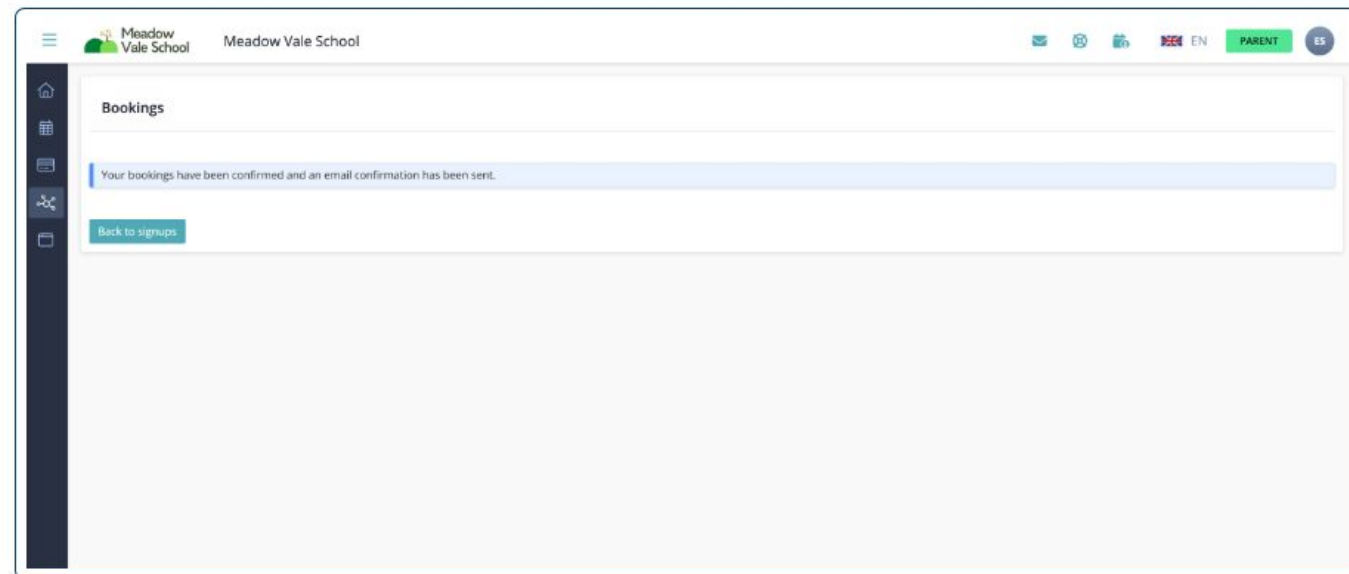
8. If you have credit in your wallet, you can choose to **pay using this credit** by selecting 'Credit'. The payment buttons available will change, click 'Pay xx amount With Credit Balance'.



- Follow the on-screen instructions to complete your payment securely. You'll receive a confirmation email once your transaction is successfully processed.

Payment

9. A 'Booking Confirmation' summary screen is shown and you will receive an email confirmation of the payment.



Confirmation Complete!

Booking Confirmed

Your registration is now complete and secured in the system

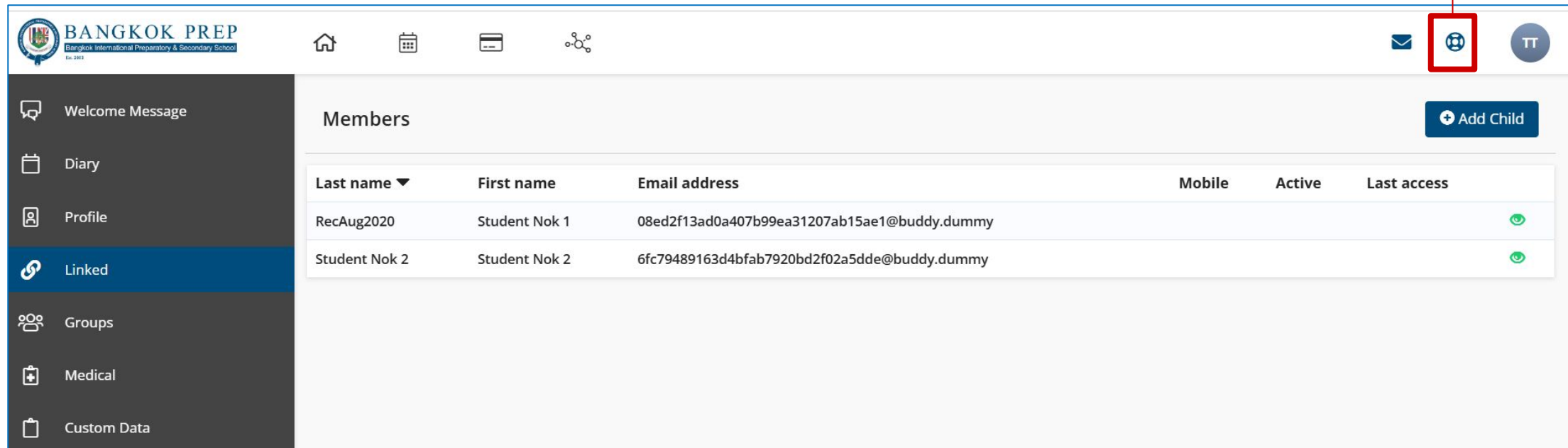
Email Receipt

Check your inbox for detailed confirmation and activity information

Calendar Saved

All bookings are automatically added to your personal dashboard

Manage Your Bookings



The screenshot shows the Bangkok Prep user interface. At the top right, there is a red 'Support' button. Below it, a red box highlights a user icon in the top navigation bar. The main content area displays a 'Members' table with the following data:

Last name ▼	First name	Email address	Mobile	Active	Last access
RecAug2020	Student Nok 1	08ed2f13ad0a407b99ea31207ab15ae1@buddy.dummy			
Student Nok 2	Student Nok 2	6fc79489163d4bfab7920bd2f02a5dde@buddy.dummy			

On the left side of the interface, there is a sidebar menu with options: Welcome Message, Diary, Profile, Linked (highlighted), Groups, Medical, and Custom Data. In the top right corner of the main content area, there is an 'Add Child' button.

Access My Diary

View all your upcoming bookings, camps, and activities in one convenient location on your homepage.

Always verify that the displayed dates match your intended activity schedule.

Need Assistance?

Click the **Support** button located in the top-right corner of your homepage for help with any questions or technical issues you may encounter.

Enrichment Camps

Contact: supattrao@bkkprep.ac.th