

Online Program Registration “How To” Guide

Step 1: Select Your BRANCH

The screenshot shows a web interface for online registration. At the top, there are links for 'New to online registration?' with 'START HERE' and 'SIGN IN' buttons. Below this is a section titled 'Select Branches/Sites' which displays 'Currently Showing: 10 Branches 5 Sites' with 'view' links. Underneath is a 'Program Tags' section with a grid of program categories and their counts: 2007-2008 School Year (27), Classes & Community Programs (4), Preschool (1), 3-5 year olds (1), Dance (22), Swim Lessons (1), Adult Programs (4), Groups & Clubs (1), Youth & Teen Programs (23), and Aquatics (1).

- **Select your branch/location**
- Click a Program Tag (ex: “Aquatics”)
- Find your program and check the box beside it
- Click the Register button

Helpful Information

***HELP:** If you receive an error after clicking “Find Me”, and you are currently a Member or have registered for programs before, there could have been inaccurate information on your membership account. Contact your local branch to verify your personal information. Once this has been updated, you will be able to login and register for programs online.

Step 2: Access Your Online Account

The screenshot shows a form titled 'Option 1: Sign In and Register'. It contains two input fields: 'E-mail:' and 'Password:'. Below the password field is a 'Sign In' button.

Option 1: Sign In

Sign in with your email address and password. Then click, “Sign In”

The screenshot shows a form titled 'Option 2: Reset Your Password'. It contains one input field: 'E-mail:'. Below the field is a 'Reset' button.

Option 2: Forgot Your Password?

If you know you’ve registered online before but can’t remember your password, choose the reset option.

The screenshot shows a form titled 'Option 3: Create Your Online Account'. It contains three input fields: '1. Last Name:' or 'Member ID:', '2. Birth Date:' (with a note to use MM/DD/YYYY format), and '3. ZIP Code:'. Below the fields is a 'Find Me' button.

Option 3: Never Registered Online?

If you have never registered for an online program at YMCA of Metropolitan Denver the system will search to see if you are in our records. If not, you will be given the option to create an account.

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Payment Options

For online registration we accept the following forms of payment: Discover, Master Card, VISA

Registration Confirmation

You will receive a registration confirmation via email. If you do not receive an email confirmation, contact your local YMCA branch to verify that your email address is in our system is correct.

Is Joining Required?

You don't have to be a member to enroll in our programs. If you are interested in membership, please contact your local branch or go to the membership section of the website.

Questions?

Please contact the branch if you have any question: **Downtown** – 303-861-8300, **Arvada** – 303-422-4977, **Littleton** – 303-797-9622; **University Hills** – 720-524-2750; **Southwest** 303-761-7530. For **Child Care** questions: Angie Rippberger 720-524-2735 and for **Sports** questions call Nicole Knappmiller or Jason Oberheu at 303-422-4977.