



LSC ARTS ONLINE

Registration Information



7 week session
Jan 3-Feb 18, 2022

In person registration:
Tuesday, Dec 7th
9am-11am at LSC

ONLINE registration
OPENS same day
and time

See instructions this page
for how to register online.

Questions?

Please call the center,
we are happy to assist!



ONLINE ARTS REGISTRATION: OPENS AT 9AM DEC 7th
Available at <https://parks.lexingtonky.gov>.

You must have an Account with a User ID/password to use the registration system.

This can be created prior to or on December 7th.

If you already have an online account with **Parks & Recreation**, you will use it for LSC registration. You will log into the site on the date of registration and follow the prompts below starting from the Home Screen.

DON'T HAVE AN ACCOUNT? create an account by clicking **Create an Account**

Complete all of the information indicated in red. Additional family members can be added to your account by selecting Add New Member and providing those members' information.

When finished, click the **I'm not a robot** checkbox followed by the **Submit**.

You will be redirected to the **Home screen**. Click on the **Senior Center Classes** link under the **Cultural Arts** heading. Click on the + sign next to the class in which you'd like to participate. A green box will open at the bottom of your screen; select **Add to Cart** from this green box to add your class to your cart. *(If you have multiple members in your household, you may then be asked to select which member of your household will be participating in the activity)* **Click continue**.

This will take you to your **shopping cart**. If all of the information in your cart is correct, click **Proceed to Checkout**. Select a payment method (i.e., Visa/MC or Discover) and provide the billing information requested. \$10 equipment/material fee plus tax for each class

Click Continue when finished to complete your transaction. The system will automatically email a receipt for your purchase to the email address associated with your account. Close the window when finished.

PLEASE NOTE:

if you receive a message indicating that you may be creating a **Duplicate Household**, you likely already have an account in the Parks & Recreation online system. **Return to the Home screen** and use the **Forgot Username** OR **Forgot Password** options to recover your account information.

For further assistance, contact the Lexington Senior Center or parkswebhelp@lexingtonky.gov.