How to Register for Clubhouse–New Family

1. Navigate to our home page: [www.lgsrecreation.org/clubhouse](http://www.lgsrecreation.org/clubhouse)

2. Review your District’s Clubhouse Tuition Offerings/Pricing Sheet.

3. Select “Click Here For Online Registration” to start the registration process for the 2020-21 school year program.

4. You’ll find under the blue text box titled, 2020/2021 Clubhouse 1st Semester- the offerings for the current school year. Click “View Offerings” to begin the registration process.

5. You’ll then want to find the correct location and age group for your child(ren), click “Enroll”. For this example, we will be registering for Blossom Hill Clubhouse - 1st Semester 2020/2021 - 1st–5th Grade Clubhouse 2020/2021.
6. After completing all required registration fields indicated by a green star click “Add To Cart”.

7. Once you've selected your schedule and filled out the required information, create your Parent Portal User ID, Password and Email. Proceed to payment by clicking “Complete Registration”
8. Enter Payment Info and click “Continue”

9. Review and confirm LGS Recreation Clubhouse confirmation questions and click “Complete Registration”. Once approved by the Clubhouse Accountant, a confirmation email will be sent to the primary account holder’s email address.

If you have any questions please email Clubhouse@lgsrecreation.org