

# STEP BY STEP TUTORIAL: How to Enroll in the Program / Make Payment

## REGISTRATION PROCESS ON ACTIVE NET

1. Log-in to your Family Active Net Account

Copy & Paste this link into the search browser:

<https://apm.activecommunities.com/losangelescounty/Home>

2. Locate the Sign-in Button (in the top right corner), Click >> **SIGN IN**

- **Type in your login information** (Email, Password) & login

3. Once logged to your account, it will take you back to the **Active Net home page**.  
(**Check the top right corner**, your profile should now say **“Welcome”**. You are now logged in)

4. **Search** for Activity

- Click on **"Activities"**
- In the search bar type: **"JR"** (for junior)

5. **Select** from the list of Activity Sessions:

- 3 Lake Locations (Bonelli, Castaic or Santa Fe Dam)
- Session 1 or Session 2
- Class AM or Class PM

**Bonelli Park JGs**

BONELLI Jr. Lake Lifeguard Program Session 1 - AM 8:00-11:00

BONELLI Jr. Lake Lifeguard Program Session 1 - PM 12:00-3:00

BONELLI Jr. Lake Lifeguard Program Session 2 - AM 8:00-11:00

BONELLI Jr. Lake Lifeguard Program Session 2 - PM 12:00-3:00

**Castaic Lake JGs:**

CASTAIC Jr. Lake Lifeguard Program Session 1 - AM 8:00-11:00

CASTAIC Jr. Lake Lifeguard Program Session 1 - PM 12:00-3:00

CASTAIC Jr. Lake Lifeguard Program Session 2 - AM 8:00-11:00

CASTAIC Jr. Lake Lifeguard Program Session 2 - PM 12:00-3:00

**Santa Fe Dam JGs**

Santa Fe Dam Jr Lake Lifeguard Program Session 1 - AM 8:00-11:00

Santa Fe Dam Jr Lake Lifeguard Program Session 1 - PM 12:00-3:00

Santa Fe Dam Jr Lake Lifeguard Program Session 2 - AM 8:00-11:00

Santa Fe Dam Jr Lake Lifeguard Program Session 2 - PM 12:00-3:00

6. Click >> **ENROLL NOW**

7. Select the **CHILD NAME** who will be **participating in the activity**.

8. Click >> **ADD TO CART**

Or via mobile phone click >> **REGISTER**

9. Repeat steps 4-8 till you have all participating family members in the shopping cart with selected Activity Session(s) / Class(es)

10. Your shopping cart should now **contain** the designated Lake **ACTIVITY SESSION(S)** you selected, under the selected child's name.

- Read the Waiver >> **CHECK THE BOX** you have Read & Agreed to the waiver
- Then below, **ENTER YOUR INITIALS** of your name.

11. Click >> **CHECK OUT**

Or via mobile phone click >> **FINISH**

12. Fill in your **PAYMENT INFORMATION**

**NOTE:** FOR FASTER REFUND PROCESSING, PLEASE CONSIDER SAVING THE CREDIT CARD INFORMATION YOU USED FOR PAYMENT. A SECURED VERSION OF THE CREDIT CARD IS STORED AND CANNOT BE USED WITHOUT PROVIDING THE THREE DIGIT CVV NUMBER.

13. Click >> **PAY**

14. You will receive a printable **CONFIRMATION RECEIPT**