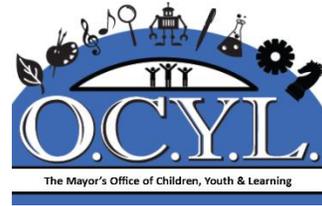




Mayor's Office Children, Youth and Learning

Registration and Related Information

Register 24/7 using our secure online registration system powered by ACTIVE Network, LLC.



- Registering online requires a payment by credit or debit card.

Registration with a cash or check payment must occur in person during regular office hours.

- Office hours are 8:30 AM - 4:30 PM, M-F

If you are ready to register with a bank card, please click on the blue button above marked "Register Now."

If you have already registered, click on the green button "Access My Account" to access your account.

Tips to keep in mind:

- Programs are listed in order by their start date.
- Private music lessons registration is handled via a waitlist. See waitlists info below.
- You can register more than one child at a time. Select all the programs you want to "ADD" and then later in the process you'll be asked to assign a child to each program.
- Program descriptions can be seen by clicking on the program name.
- There are filters in the left-hand column to help find programs that fit your needs.
- Provide an email that you check often as we send important reminders, registration confirmations, class cancellations, etc. to the email listed within your account.
- Check your SPAM folder and be sure to mark our emails as non-SPAM.

My Account

After initial registration you can access your account by clicking on the "Access My Account" button. In your account, you can set up settings, update contact information, check on your balance due or to complete supplemental forms necessary to complete your registration.

Waitlists

A waitlist is started once a class reaches the maximum capacity. We encourage you to register even if a class has filled as we are sometimes able to add another section if there is enough interest. No payment is needed to register for the waitlist.

When registering for private music lessons, you will always select waitlist. Our staff will coordinate a day and time with you personally. Once in agreement, payment is due within 5 days.



TOWN OF CUMBERLAND

Payment

A non-refundable payment is due upon registration. Literacy and Number Sense are the only programs that offer a payment plan during the school year. Families applying for financial assistance will be required to pay a non-refundable minimum of 10% upon registration.