

**DeWitt Aquatic Center**  
**How to sign up online for**  
**Summer Swim Lessons**  
**2015**

**Online swim lesson registration instructions**

**Saturday, April 4 – Beginning at 10:00 AM**

1. Go to [parks.cityofdewittiowa.org](http://parks.cityofdewittiowa.org) – a link to our sign up site will be on our front page.
2. Choose to “create an account” or “sign in” if you have used the system before.
3. Complete the basic information and choose “create account”
4. Choose “Swimming Session Registration” on the right hand side
5. This will take you to: Step 1 of 4 - Register your household adult contacts
6. Complete the required information and select save
7. Step 2 of 4 - Register a swimmer – choose “add” this is where you enter your children’s information. Complete the necessary information and choose save.
8. If you have another child to add, choose participants in the left hand column and then choose “Add”.
9. Step 3 of 4: Register for a Session – the child you are entering will be listed near the top after Participant.
10. On this page you can filter your options. The first filter lets you choose the type of lesson you are interested in: group, private, daffy dolphins or parent tot. Next, you can filter by time & level.
11. Choose the lesson you wish to register for and click save
12. Step 4 of 4 - Confirm registration and checkout. Here you can checkout or choose to register another participant. If you choose to register another participant, repeat the listed steps above.
13. Once these steps are completed, select credit care as your payment option. This will redirect you to iCASH to complete your transaction(s).

Online swim registration will open on Saturday, April 4<sup>th</sup> at 10 AM. It will close on Thursday, April 30 at 11:59 PM.

You will need to know the level you wish to sign up for group lessons only.

If you need help, person to person registration will take place Wednesday, May 6<sup>th</sup> from 4:30-6:30 PM at the DeWitt Aquatic Center.

Additional private lessons will be added for the May 6 person to person sign up time.

Season passes and punch passes only (not swim lessons) will be available for purchase at the DeWitt Fitness Center beginning on Saturday, April 4<sup>th</sup>. They will be available for purchase at the DeWitt Aquatic Center beginning on May 6<sup>th</sup> and then whenever the facility is open.