Registration Tips for the Art Center and other City of Palo Alto Classes and Camps

1. **Know the date and time that registration opens**

   a. Pick up one of our registration date cards and note the dates on your calendar

2. **Before Registration opens, create an account:**

   a. https://secure.rec1.com/CA/palo-alto-ca/catalog

   b. Add all family members that you want to enroll in classes to your account

   c. Save your credit card to your account

3. **Fifteen minutes before registration opens, login and add all your classes to your cart**

   a. Do not add classes to your account more than 15 minutes in advance, carts are purged if not checked out within 15 minutes

4. **As soon as registration opens, check out!**

   a. Note that many people will also be in the system doing the same thing at this exact moment, so the system may be slow.

5. **If you do not get into your class, join the waiting list. People can drop classes anytime up to 24 hours after the first class and we are pulling from our waiting lists quite frequently.**

Thank you and we hope you get into a class!