ONLINE Registration Directions

IF your child has taken a class and HAS THEIR OWN LifeLearn account:

1. Visit **https://www.northampton.edu/lifelearn**, click **Login** on the top right hand side of the screen.

2. Type your child's login and Password; click **Login**.
   - If you forgot your Login, call 610-861-5413 during regular business hours.
   - If you forgot your Password, click **Forgot Your Password** to have a new password emailed to you.)

3. Continue with step 3 below.

IF your child DOES NOT HAVE THEIR OWN LifeLearn account:

1. Visit **https://www.northampton.edu/lifelearn**, click **Login** on the top right hand side of the screen.

2. Click **Create a new Customer Account** and create an account in *each* child's name you are registering.

3. **Log in** to your child's account.

4. Hover on **Programs and Certificates** and click **Program Catalogs.** (You will need to enroll in a new program each summer.)

5. Click **Bethlehem** or **Pocono** Campus Horizons for Youth program catalog.

6. Click on the **grade group** that applies to your child. Remember to choose your grade group by the grade your child is entering in the Fall.

7. Click **Enroll** to view courses and register.
   - If you receive a message that states you are already enrolled in the program; Hover on My Course Information, and click on My Programs. The summer classes will take a second to load underneath the Enrollments box.

8. Click **Manage My Programs**. Classes are displayed by week in order to assist you with scheduling. Note: This page might take a few minutes to load. Under **Upcoming Courses**, click **Register** on the right of the course title to purchase a course. Select all courses you plan to purchase for this child; including Camp Northampton Childcare, if needed.

- If you are not seeing upcoming classes with the option to register; hover on **My Course Information**, and click on **My Programs**. The summer classes will take a second to load underneath the **Enrollments** box.

9. Click the **Shopping Cart** (🛒) at the top to begin checkout. If you purchased Camp (Northampton/Pocono) Childcare, you will see an Additional fee for camp line. Choose unlimited hours if needed.

10. Please review, then click **Checkout**.

11. Complete or update the Health Profile/Emergency Contact questions on the **My Account** screen. Click **Save**.

12. Click **Proceed**. Under Billing Information, please change credit card information to match the name on card. Click **Pay Now**. Your payment receipt will be emailed.

13. Remember to **Log Out**. If registering another child, repeat the process.

For more information on how to…..
- Print your child's schedule
- Find building & room assignments
- Look for class instructor
- Update Health Profile

Visit northampton.edu/summeryouth and look for FAQs.

You must be registered by Sunday at 11:59 PM for a class/camp that starts the next day.

PHONE DIRECTORY

Accessibility Resource Center:
610-861-5342

General NCC Information:
610-861-5300

Forgot your Lifelearn login?
Call 610-861-5413

Main/Southside Campus
Horizons for Youth Office:
610-861-4120

Pocono Horizons for Youth Office:
570-369-1881

If you are logged into your child's account and unable to register for classes,
hover over My Course Information, click My Programs. Classes can take up to a minute to load under the Enrollments box.

Don't forget to print your child's schedule. Log in on **www.northampton.edu/lifelearn**, click My Course Information