



APTOS
WATSONVILLE
SCOTTS VALLEY

6500 Soquel Drive
Aptos, CA 95003
831.479.6100
www.cabrillo.edu

Cabrillo College Extension Youth Programs

How to register your child in an Extension Youth Class:

Start here if no one in your family has taken a Cabrillo Extension class:

1. Create New Household Profile in our Registration System:

- Go to [Cabrillo Extension Registration Log-in](#)
- From Sign In page Click create new student profile
- You will now see a page called “Profile Creation”
- Select Create Household Profile
- Click “Create Profile”
- Fill out your information (Email address and phone numbers are required) *
- Click Submit
- Proceed to **#2**

Start here if an adult in your family has taken a Cabrillo Extension class, but not any children or youth. THIS IS IMPORTANT SO YOU DO NOT REGISTER YOURSELF.

2. After completing the Household profile:

- You will be returned to Household Profile dashboard. Only the primary account holder (adult) will be listed.
- Select the option “Add youth member” and fill out the information
- Click Save Profile
- Proceed to **# 3**

Start here if you created a household, AND added your child as a youth to that household. THIS IS IMPORTANT SO YOU DO NOT REGISTER YOURSELF.



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3. Register the youth member:

- Now that you added the youth, each member in the household will have a “register” option on the far right.
- Select the “register” option on the name of the **youth** member
- Find the class (you may use the “search” bar at the top bar)
- Once you find your class, click “Add To Cart”
- The system will now provide you with 3 emergency forms. You can complete these online.
- After completing the emergency forms, you will have access to your cart again.
- Click on Checkout
- Select the method of payment.
- Complete the payment information.
- Now the registration is complete, and you will receive an email with the confirmation, including date, time, location, and any special notice about the class.

* **Why is your contact information in the household profile so important?** We use this information to communicate with parents and students about important details like changes in room, and times, information from your instructor, helpful directions and reminders about your class. **We do not share this information with outside groups!**