

Register for New Membership and Classes

PLEASE READ BEFORE CONTINUING

To use online registration, you must **first register**.

***To register for online registration:**

Members:

1. From the Levin JCC Online Portal main screen, select [Retrieve Login](#) within the "Members" category.
2. Login And Password Retrieval
 - You will be asked to Your Email Address and select **SUBMIT**
 - A message will display indicating your User Name and Password information has been emailed to you.
3. You will then obtain a Default User Id and Password through the email address provided.
4. Once obtained, go back to the Levin JCC Online portal and log in using the Default User Id and Password. You will be prompted to change both to a unique indicator.

Note: For those members, who may not have an email address on file OR if you receive a message indicating your email is not of record, please contact the Welcome Center for further assistance.

Non-Members/Guest:

1. From the Levin JCC Online Portal main screen "Not A Member?" category, select [Create Visitor Account](#)
2. You will be asked to confirm your Non-Member account status and Continue.

Note: If you are unaware as to whether you are a Member or Non-Member, please contact the Welcome Center for further assistance.

3. Enter your First/Last Name, Gender, DOB, Email, Address, Emergency Contact, as well as establish a unique User Name and Password. This process needs to be repeated for each family member or individual registering by selecting [Add Another Person](#).

You are now registered and can proceed with Upgrading to Full Membership or Registering for Classes!

Create New Membership:

1. From the Levin JCC Online Portal main screen "Not A Member?" category, select [Create Membership](#)
2. Identify the Membership Type you are interested in. Select **SUBMIT**
3. Confirm your selection, payment method, and pricing. Select **SUBMIT**
4. Enter the Billable Members information, including First/Last Name, Gender, DOB, Email, Address, Emergency Contact, as well as establish a unique User Name and Password.
5. Add Additional Members information. Process can be repeated for additional members by selecting Add Another Person.
6. Preview all items selecting to confirm accuracy and proceed to CHECKOUT
7. Enter Payment Method and select **SUBMIT**.