

Registration Guidelines for Irving Parks and Recreation Summer Splash Camp

There are 3 steps to register your child for one of our programs. You need an account in our database; you and your child need a membership ID card; and then of course, you need to register for the program. If you have registered with any recreation center in the past six months, most likely you are in our system and have the required membership. To confirm your membership or its expiration date, please ask a customer service representative at any recreation center.

If you have both an account AND a valid membership card, then you can skip to step #3.

Step 1: Create an Account Online

- Visit CityofIrving.org/Parks-and-Recreation and select the Online Registration tab, or
- Go directly to: <http://apm.activecommunities.com/irvingrec>
- Click on Create Account.
- Enter the requested information. This should take approximately 10-15 minutes. Be sure to create a new account for each member of the household, including children. Each person will be required to have an account in order to proceed to the next step.

Step 2: Purchase a Membership ID Card

- Once the online account has been created for all members of the household, an Irving Parks and Recreation (IPAR) membership card will need to be purchased.
 - Visit any Irving Recreation Center during standard hours of operation.
 - Each adult must bring photo identification showing proof of Irving residency to receive the resident rate.
 - Memberships must be purchased in person. An ID card will be issued to each member ages 12 and older. Children ages 0-11 will not be issued a card, but must be registered for a membership to participate in programs.
- The membership is valid for one year and is required to participate in any Irving Parks and Recreation program.
- Membership fees are as follows:
 - Ages 0-11: Free
 - Customers age 12 and older: \$5 Irving resident, \$30 nonresident
 - Corporate ID Card: \$25 for non-resident that works in Irving (must show proof)

Step 3: Register for Camp

- To register for programs online:
 - Visit CityofIrving.org/Parks-and-Recreation and select the Online Registration tab, or go directly to: <http://apm.activecommunities.com/irvingrec>
 - Login using the email and password you created for your account (Step 1 above).
 - Click "Classes" (top left)
 - Filter your search by:
 1. Where? (select desired recreation center)
 2. When? (Season – ASP/Camp 2019)
 - Choose your desired sessions.
 - Two payment options:
 1. Pay for each session in full at time of registration.
 2. Pay \$10 non-refundable deposit for each session and pay the remaining balance by the due date (one week prior to the start of each session). Due dates will be listed on your receipt, as well.

PLEASE NOTE:

Beginning 2019, Summer Splash Camp pricing has changed to \$100 for each one-week session.

Residents that do not have access to a computer are welcome to register in person at neighborhood recreation centers. For more information about the online registration process, visit CityofIrving.org/Parks-and-Recreation or call (972) 721-2501.