How to search and register for courses in PerfectMind

Login to your PerfectMind account at https://jamescitycountyparksandrec.perfectmind.com/.
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After logging in, you will click on Program Registration. There are several ways to look for courses. By default, all available courses will display on the screen. You can then narrow down the choices by choosing Gender and/or Age, a specific location, or use the search bar and type in a description of the class you are looking for.

In this example we will choose Aquatic Camps.
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We have one camp to choose from in Aquatic Camps. It shows the name of the course, the age range, the time and days and the location and the cost. To register, you will click on Register Now.

Aquatic Camps

Summer Aquatic Camps

So You Want to be a Lifeguard Camp

- Age: 11 to 13
- Everyday: 1:00pm - 4:00pm
- 5 Sessions
- Code 133
- Location: (JCCRC) James City County Recreation Center - (JCCRC) Pool Lane 1
- Cost: $125.00
- Register Now!
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You will now see the specific information for this course.

On the left side are the **date**, **time**, and **how many spots are left**, along with the **fee**, **specific dates**, **times** and **location**.

On the right side is the **detailed information** about the course, a **map of the location**, the **Course ID** number and the **age restrictions**.

You will click on **Register Now** to finish the registration process.
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You will now choose the family member you wish to register for the course. Only members with a check box beside their name, meet the age requirements and are eligible to register. After choosing your family member, choose next.

You will be taken to the Cart Summary. From here you can choose book another event to add more courses to your cart. Otherwise if you are finished with your selections, you will choose checkout.
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You are now ready to pay for your purchase. On the left side, you will enter the credit card information and billing address of the card holder. You can also choose to remember this card and it will stay on your file for future purchases. On the right side, you will see an order summary and the final amount due. After entering all the information, choose Place My Order and you will be emailed a receipt and registration confirmation.