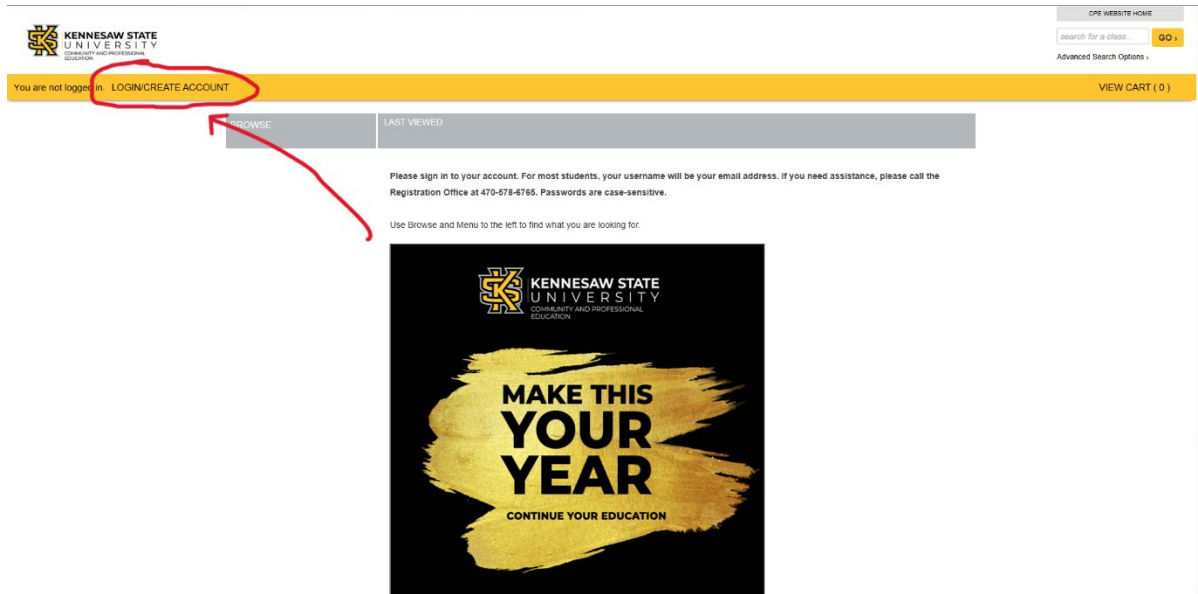
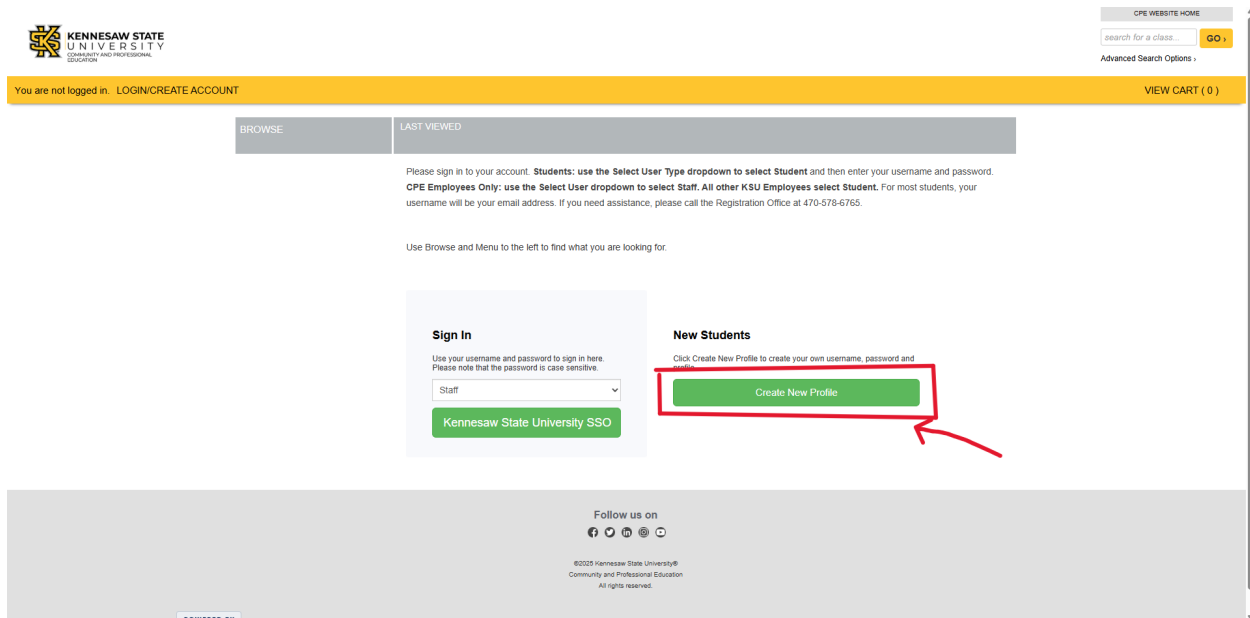


# How to create a Lumens profile

Step 1: As a new student, you will need to create a Lumens profile before being able to register for a Community ESL class or the IEP application fee. Once you click onto the registration link, you will be brought to Lumens which will look like this ↓. Click on **LOGIN/CREATE ACCOUNT** – on the top left corner of webpage



## Step 2: Now click on **Create New Profile** under **New Students**



### Step 3: Profile Creation – Make sure Student Profile is selected and click **Submit**

BROWSE

LAST VIEWED

#### Profile Creation

If you are a parent registering your child for summer camps, please create a **Household Profile**. [Click here](#) to view instructions on how to Register for camps.

If you are registering two or more people who share the same address, please create a **Household Profile**.

All other users should create a **Student Profile**.

Please do not type in all caps or all lower case letters. The name you enter should be your legal name. This is the name that will print on all of you official student records including your certificate and transcript.

Select Profile type  Student Profile (single user)  Household Profile

Submit

Cancel

Step 4: Enter all required information: Email, Password, Password Hint, Identity Question, First and Last Name, Address, Phone number, Birthdate, etc. – then click **Continue>>**

Step 5: Enter all required fields – then click **Submit**

**Congratulations! You have created your Lumens profile! Follow to next page to see how to register for a class/application fee.**