

How to submit your Pre-Registration Documents for Zoo Youth Programs

Please note: Pre-Registration opens January 1st, 2026, while summer camp registration opens February 1st, 2026.

Pre-registration is required for all zoo youth programs in which a minor is dropped off at the zoo during program hours. This includes Zoo Camps, Critter Classes, Wildlife Workshops, Kids Night Out/Drop & Shop and some homeschool programs. Things to know before completing pre-registration:

- There is *no cost* associated with pre-registration for Zoo programs.
- **You will electronically sign a waiver so children MUST be listed and registered in the account profile of a parent/legal guardian** (regardless of who will be paying any program fees).
- The two following documents are required to be completed and uploaded during the pre-registration check out. Click the links below to download and complete them. You may upload PDF or JPG files only.
 - [2026 Zoo Emergency Contact and Pick-Up Permissions Form](#)
 - [2026 Zoo Health Advisory and Accommodations Form](#)
- Pre-registration is a pre-requisite for signing up for other 2026 youth programs at CPZ. Once you have completed pre-registration you can register for your desired Zoo Camp and Youth Class sessions (within registration periods and other eligibility criteria). You must complete pre-registration all the way through check-out first, however.
- You must complete pre-registration for each child you are registering for a youth program.
- Pre-registration must be completed each calendar year. If you completed documentation or pre-registration last season, it does not carry over.
- You can review the documents you've uploaded at any time in your account profile. Changes can be made by uploading updated versions of the documents directly into your portal.

Thanks for helping us make sure we have all the info needed to keep your child safe and successful while they are in our care.

Step-By-Step Instructions

1. Download and complete the required documents for pre-registration **for each child**:
 - [2026 Zoo Emergency Contact and Pick-Up Permissions Form](#)
 - [2026 Zoo Health Advisory and Accommodations Form](#)

Please save them as either JPG or PDF files. We can accept scanned documents or clear photos showing the full documents.

2. Log into (or create) your CivicRec account at <https://secure.rec1.com/IN/lafayette-parks-recreation-in/catalog>
 - Make sure your dependents have already been added to your account before proceeding to pre-registration! You will not be able to register them for programs otherwise.
3. Click on the **Columbian Park Zoo tab** and scroll down to [2026 Zoo Camp & Class Pre-Registration](#)
4. Choose the child you would like to pre-register for Zoo Youth Programs.
5. Confirm the attachments (Zoo Education Participation Agreement and Zoo Behavioral Expectations) and proceed to the next screen. These documents will be attached to your receipt and are provided for reference – they do not need to be returned or signed.
6. Read and agree to the prompt and proceed to the next screen.
7. Read the Zoo Camp and Class Waiver.
 - NOTE: Waivers will be emailed to the account holder for agreement if applicable.
8. Upload your child's 2026 Zoo Emergency Contact and Pick Up Permissions Form and 2026 Zoo Health Advisory and Accommodations Request Form.
 - Reminder- files MUST be in either JPG or PDF format to be accepted by the system.
9. Proceed and complete the checkout process! You will then receive an email confirming your child's pre-registration.
10. Repeat for any other dependents you're interested in registering for Zoo Youth Programs.
11. Register your dependents for programs (if they're open and eligible for registration)!
 - Classes, Weekend Workshops and Drop-Off program enrollment begins January 1st.
 - Zoo Summer Camp enrollment begins February 1st.

If you prefer to learn visually, we've created a Pre-Registration How-To Video that you can access using the link below:

https://www.canva.com/design/DAG79qRmFC4/01b8dQzVDkFo4TzfeZNRIA/watch?utm_content=DAG79qRmFC4&utm_campaign=designshare&utm_medium=link2&utm_source=uniqueLinks&utlId=h4408b6d9c3