1. **Navigate to** [https://pennstatecampusrec.org/](https://pennstatecampusrec.org/) on a web browser. Select **Log In** from the top right of the screen.

2. **Current UP Student, Faculty or Staff members** select the blue **PSU LOGIN**.
   - If you have an Associate or Community membership select the orange **CAMPUS REC LOGIN**.
   - Associate or Community membership who have **never logged into our site before**, please email recmembership@psu.edu to obtain a username and temporary password.
3. Once logged in, scroll down and select the **Reserve Your Workout** icon.

4. On this screen you will see each area that is available for use in our facilities. You may **click on each area** to see a description of it and to reserve an available spot. Registration for each area will open up 48 hours prior to the start time.
5. When you find an available session you would like to register for, select the **blue REGISTER button**

6. On the next screen you can select **CHECKOUT** at the bottom right.
7. On this screen you can also select **CHECKOUT** unless you wish to cancel your selection.

8. You are now registered for this session and will also receive an email receipt.
9. If you wish to see the programs you have registered for and/or cancel a reservation, you can select your name at the top right of the screen and select Profile.

10. On the next screen, select the word Programs from the column on the left.
11. On this screen you will see any programs you have registered for and can also select the three dots to the right of any program if you wish to cancel your reservation.