



PLEASE REVIEW!

Instructions for Using Givebutter,
Our New Registration and
Course Fees/Donation Payment System

We are pleased to announce the launch of Givebutter, an online platform that will allow you to register for courses, pay course fees, and make donations online. By simply clicking the “Register” button on each course description, you will seamlessly be taken to the registration and, if applicable, payment portal. As with anything new, there will be some hiccups during the transition, but we are confident this will be a more efficient system for us and for our lifelong learners!

A few particulars before walking you step-by-step through the registration and payment process:

- **PLEASE** take the time to read through this document and view it while you register the first few times. Doing so will help minimize questions and, perhaps, frustration as you move through the process. These instructions will be on our website under the “Courses and Book Clubs” tab.
- Givebutter is a FREE platform for nonprofits primarily focused on fundraising events, so some of the language they use relates to fundraising versus courses. Until we can afford a more sophisticated course management system, Givebutter is a terrific platform for us and we will describe each step in detail to hopefully mitigate any confusion.
- Registration for courses held at the San Marcos Activity Center will continue to use the city’s course catalog registration portal.
- If you attend one of the **book clubs or the Ukulele Strum Along sessions**, **PLEASE REGISTER** using our new platform! Emails and Zoom links will be sent based on those registered through Givebutter.
- Links to courses on our weekly emails will take you to the full course description on our website. For Activity Center courses, there will be a link to the city’s registration portal. For our courses, no matter the venue, you’ll click on the teal “Register” button to start the process.

Go to the next page to see the screen-by-screen instructions!

REGISTRATION PROCESS

When you click on the “Register” button located on each course description on our website, this is what you’ll see: basic information about the course, including dates, times, and location

Brown Bag -- TX ST and PAC-12



Organized by LifeLong Learning - San Marcos

Live Display

Verified

Register

[Click Here](#)



TXST joined the Pac-12 in July... how this move will impact student athletes, the University, and the City of San Marcos and its residents?

Friday, Sept. 18, 12:00-1:00pm

San Marcos Public Library, Room 104

Email lifelonglearningsm@gmail.com if you have any difficulties registering



LifeLong Learning - San Marcos

A 501(c)(3)

EIN 82-3006115

Verified



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There Oughta be a Law!
Wednesday Sep 9, 2026 @ 5pm CDT

Brown Bag -- TXST and PAC-12
FREE

- 0 +

Agency, Freedom, and Identity
FREE

- 0 +

There Oughta be a Law!
FREE

- 0 +

Secure



SUMMARY

Subtotal \$0.00

Total \$0.00

Givebutter allows you to register for multiple classes at one time!

Active courses will be listed, so for each course you'd like to take, indicate how many will attend.

Be sure each course is listed in the summary above.

If there is a fee for the course, it will be reflected here, based on how many people you registered.

Ignore this

I'd just like to donate

Continue

Brown Bag -- TX ST and PAC-12

Friday Sep 18, 2026 @ 12pm CDT

Donation

Would you like to add a donation to your purchase?

\$200

\$100

\$50

\$25

\$10

\$ Other

USD

We fundraise with Givebutter to ensure 100% of your donation goes to our mission!

☐

Add note/comment

Skip

Continue

Secure

X

SUMMARY

Brown Bag -- TXST and PAC-12

Free

Total

\$0.00

Because Givebutter is a fundraising platform, this step/screen cannot be removed from the process.

If you would like to make a donation, we would be grateful, but it is not necessary and you can select “Skip” to continue the registration process.

We will have specific fundraising events to support our work.

←

Brown Bag -- TX ST and PAC-12

Friday Sep 18, 2026 @ 12pm CDT

Brown Bag -- TXST and PAC-12 #1

First name*

Last name*

Email*

+1

Phone

First and Last Name and Email are required... you do not need to provide your phone number

Continue

Secure

X

SUMMARY

Brown Bag -- TXST and PAC-12

Free

Total

\$0.00

COURSE FEE AND DONATION PAYMENTS

←

Brown Bag -- TX ST and PAC-12
Friday Sep 18, 2026 @ 12pm CDT

Donation

Would you like to add a donation to your purchase?

\$200

\$100

\$50

\$25

\$10

\$ 10 USD

Estimated total with fees and tip

We use Givebutter's free fundraising tools, powered by tips from generous donors like you.

\$12.61

☐ Add note/comment

Skip

Continue

Secure

X

SUMMARY

Brown Bag -- TXST and PAC-12

Free

Donation

\$10.00

Total

\$10.00

If you choose to make a donation, you can select one of the amounts shown or enter an amount in the "Other" box (see screen shot on p. 3). This is the resulting screen you will see with the donation amount shown in the payment summary above.

Brown Bag -- TX ST and PAC-12
Friday Sep 18, 2026 @ 12pm CDT

\$10.00

+ \$0.61 processing fee [Change](#)

♥ An optional tip to Givebutter helps power free fundraising tools for LifeLong Learning - San Marcos and thousands of nonprofits nationwide.

\$2

☒ Allow LifeLong Learning - San Marcos to contact me ⓘ
☐ This contribution is on behalf of a company
☐ Hide my name or amount from public view

Secure

X

SUMMARY

Brown Bag -- TXST and PAC-12

Free

Donation

\$10.00

Processing fee

\$0.61

Tip

\$2.00

Total

\$12.61

Because Givebutter provides registration and payment functions FREE to nonprofits, they offer options for you to pay the transaction fee and offer a tip to support their ability to provide their platform without charge to LLL.

The processing fee (2.9% + \$0.30) goes to Stripe, the company that processes the payment. If you don't want to pay it, click on "[Change](#)" and you'll see the box where you can uncheck the "I want to cover fees" box. Note in the screen shot below that the fee has been struck through both below the total on the left and in the payment summary on the right.

◀ \$10.00

~~+ \$0.61 processing fee~~ Done

Payment processors take a cut of each transaction. With Givebutter, you have the option to cover these fees.

☐ I want to cover fees

Brown Bag -- TXST and PAC-12

Free

Donation

\$10.00

Processing fee

~~\$0.61~~

Tip

\$0.00

Total

\$10.00

The "Optional Tip" is a way to support Givebutter's operational costs, which allows them to continue to offer their services free to nonprofits. To be clear, tips go to Goodbutter, not LLL. If you do not want to leave a tip, [click on the down arrow](#) under the \$2 (see above) and enter \$0.

Select a payment method

By submitting your payment, you agree to Givebutter's [Terms of Use](#) and [Privacy Policy](#).

Apple Pay

Google Pay

Or pay another way

☐ Credit or debit card



☐ PayPal



☐ Venmo



☐ Cash App Pay



☐ U.S. bank (ACH) Lowest fees!



☐ Check Admin only



☐ Cash Admin only



A variety of payment options are provided.

If you would like to pay with a check or cash, please let us know.