

Summer Camp Online Registration Instructions

For completed Kindergarten–5th Grade

Step 1

Have you signed up for an event on this site before?

Yes, I have:

Sign in using your email or the username and password you created previously, then move on to **Step 2**.

Forgot your User ID or Password?

Click the Forgot? link.

For Converted Accounts (you now use an email address to login and not an User ID.)

Enter the email address you use to login with and you'll be sent an email containing a link to reset your password.

For Unconverted Accounts (The last time you logged in, you used an User ID and Password)

Click the "Go here to get your password with your User ID" link. Then choose from the options below.

Forgot your User ID?

1. Enter your date of birth in the entry box provided.
2. Enter the email address used to create the account in the entry box provided.
3. Click the Send My Username button.

Forgot your Password?

1. Enter your date of birth in the entry box provided.
2. Enter your User ID in the entry box provided.
3. Click the Get NEW Password button.

For further assistance, please contact us at 609.799.9000, x23.

No, this is my first time:

Click the Create Account button on the right-hand side.

1. You will be asked for **your** personal information as parent/legal guardian. Don't enter your child's information yet...that comes later. Enter First Name, Last Name, Email and Password twice, then click Create Account.

2. It is our policy that all personal information remains strictly confidential. We only provide information to staff members or ministry leaders when it is required by the event you signed up for. Even then, we only disclose as few details as possible. Please contact us if you have questions about your privacy.
3. Proceed to **Step 2**.

Step 2

Now it's time to register each child for camp.
Do you see their names listed?

Yes:

1. Click the Select button next to the first child's name.
2. Complete the registration form, and read the Legal Release.
3. On the next screen, click Register Another Person to repeat this process for any other children who will attend.
4. Click Submit Form when you are finished.

No:

1. Click the Add Person button and tell us about the first child you want to sign up.
2. Repeat this step for each child who will attend camp.

Step 3

To complete the registration process for children entering main camp for the first time (completed Kindergarten through 4th grade), please provide a copy of one of the following documents for age verification.

- Immunization records
- Birth certificate
- Passport

Please fax a copy to 609.799.5650, or drop them off at the church office.

You will receive a confirmation message if you provided a valid email address. We will also send an information packet to you by mail one week before camp starts.