

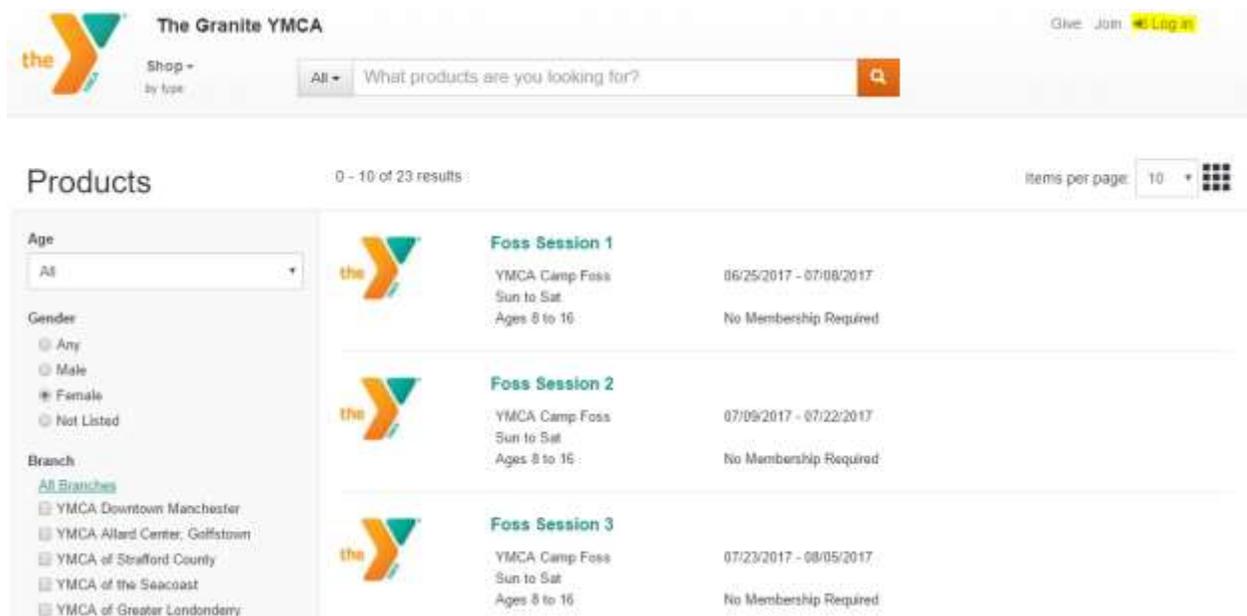
THE GRANITE YMCA ONLINE OVERNIGHT CAMP REGISTRATION GUIDE

This guide has been created in order to help you with the online registration process. Please follow ALL steps listed below in order to ensure your child is registered properly for camp.

1. Click the "Register Today!" button and then click "Register Here" link.



2. This will bring you to a page that lists all the sessions that are available at Camp Foss. You will want to click on the "Log in" link in the top right corner of the page.



3. A new screen will open. Here you will choose the option that works best for you. If you have forgotten your password, you can click "Forgot Password" and you will be emailed with a replacement.

The Granite YMCA Training

Shop - by type

All - What products are you looking for?

Give - Join - Log in

Log into my account

Email address

Password

[Forgot password](#) [Staff portal](#)

Login

New member sign-up

I am not a member of the "Y".
I have not participated in programs or activities.

Join the YMCA

Existing members

I am a current or past member of the "Y".
I have participated in programs or activities.

Search for my account

NOTE: If you have an existing account and have registered your child for programs online before, enter your e-mail address and password and move to **step #8** once you are logged in; If you have not created an account before, move to **Step #5**.

4. If you are unsure about whether or not you have an existing account, you may click on "**Search for my account**". That will bring you to this page:

The Granite YMCA Training

Shop - by type

All - What products are you looking for?

Give - Join - Log in

Search for your account

Use either form below to find your account at the "Y".

Use your Email Address

Email Address:

- OR -

Use your Access ID and Birth Date

Access ID: (Found on scan card)

Birth Date:

Search Back to login >

NOTE: To find your account- search using an email address that would be on file. When you enter this, you will automatically see a prompt letting you know that an email has been sent to that email address with further instructions.

 The Granite YMCA Training Give Join Log in

Shop by type What products are you looking for?

Info:

- An email has been sent to test_marshatest@gmail.com with information that will help you gain access to your account.

Search for your account

Use either form below to find your account at the "Y".

Use your Email Address - OR - Use your Access ID and Birth Date

Email Address:

Access ID: (Found on scan card)

Birth Date:

5. If you have not registered before, you will want to select **"Join the YMCA"**. This will bring you a screen to enter **YOUR** information, as the parent. You will be able to add your camper's information on a later screen.

 The Granite YMCA Training Give Join Log in

Shop by type What products are you looking for?

Registration - New to the YMCA?

| | |
|--|---------------------------------------|
| First name <input type="text"/> | Email address <input type="text"/> |
| Last name <input type="text"/> | Confirm email <input type="text"/> |
| Gender <input type="text" value="Male"/> | Enter a password <input type="text"/> |
| Birth date <input type="text" value="mm/dd/yyyy"/> | Confirm password <input type="text"/> |
| Phone Country <input type="text" value="United States"/> | |
| Phone number <input type="text"/> | Extension <input type="text"/> |

Already have an account? [Log in](#)

NOTE: If you go to sign up and the system recognizes your email address, you will see the prompt below.

 The following errors were detected in your input. Please correct them and resubmit:

- This email address already exists under another member. If this is your member or your family's member you or a family member must first [login](#) to that member and hide your member or delete the email address from it. If you do not have login information contact us and we'll do it for you. Once that is done you can register with that email address.

Registration - New to the YMCA?

| | |
|-------------------------------------|--|
| First name | Email address |
| <input type="text" value="Marsha"/> | <input type="text" value="test_marshalest@gmail.com"/> |

6. Once you create your account, you will be brought to a new screen, where you will be able to add your camper to your account. Click on **"My family"** and select **"Add a new family member"**. Unless you decide to create a paid membership through our YMCA, the "membership" that will be created will have no additional cost to you or your family.



A vertical list of navigation items with icons and right-pointing chevrons. The items are: 'Make a Payment' (credit card icon), 'My Payment Methods' (credit card icon), 'My Activities' (soccer ball icon), 'My Personal Information' (person icon), and 'My Family' (family group icon). The 'My Family' item is circled in black.

[My account](#) > [Family](#) >

Family



A list of family management options. The first item is 'Add new family member' with a plus icon, circled in black. The second item is 'Billy Test' with a profile picture icon, '43 years old', and a right-pointing chevron.

7. You can add as many family members as you please to your account. Be sure to enter the correct information for them before saving.

The Granite YMCA Training

Current Due :

Shop - by type

All - What products are you looking for?

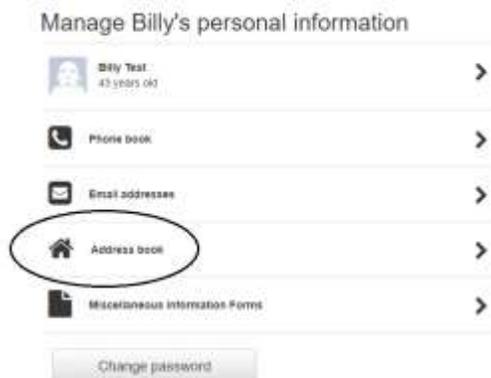
< Back

Add new member to Family

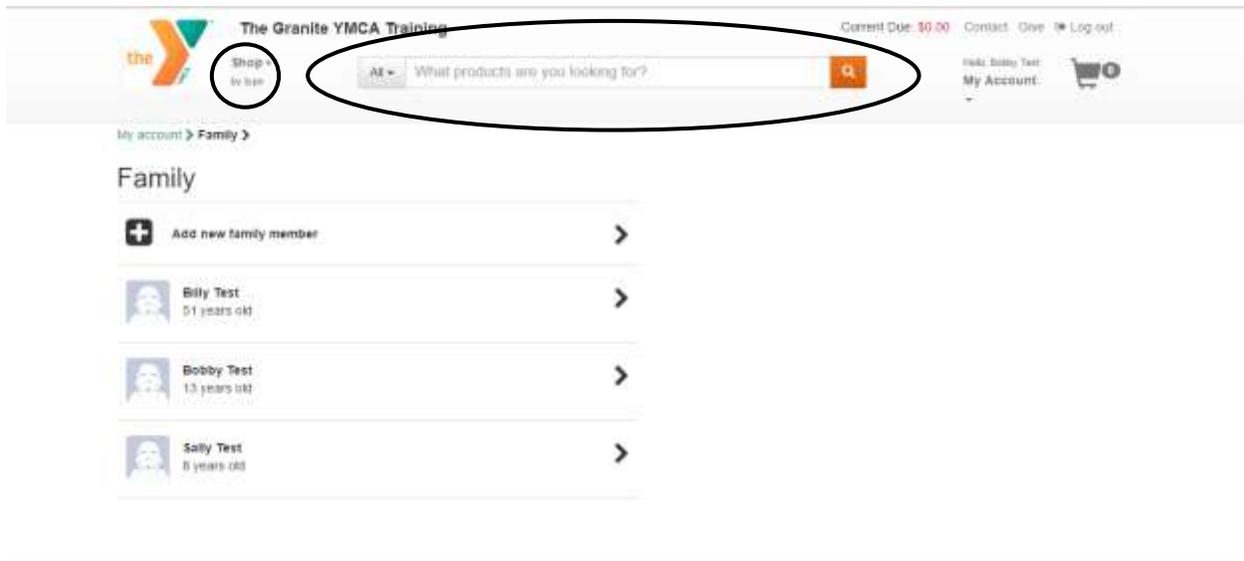
| | |
|-----------------------------------|---|
| Salutation: | First name: |
| <input type="text"/> | <input type="text" value="Bobby"/> |
| Middle initial: | Last name: |
| <input type="text"/> | <input type="text" value="Test"/> |
| Suffix: | Nickname: |
| <input type="text"/> | <input type="text"/> |
| Gender: | Birth date: |
| <input type="text" value="Male"/> | <input type="text" value="02/01/2005"/> |

Save Cancel

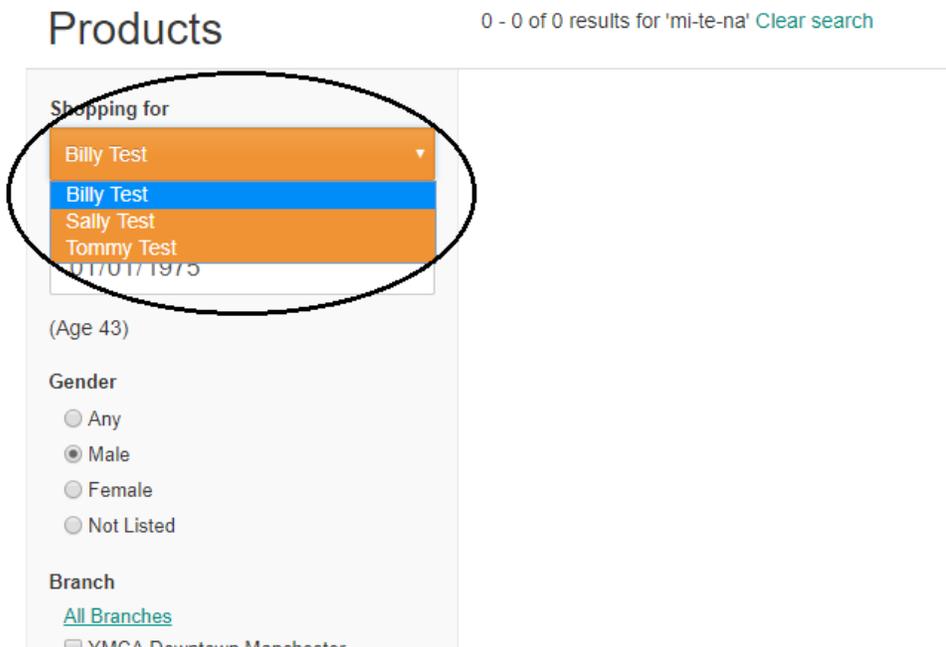
8. Don't forget to add your mailing address! To do this, go to "**My Personal Information**", and click "Address Book" and enter you current mailing information.



9. Once you've entered all of the information that you need, you can either start your search by clicking **"Shop"** in the top left corner and select programs, or through the specific camp you are looking for on the search bar. (ie: Searching "Foss" should yield results for all available sessions at Camp Foss)



10. This will bring you to the product page. All searches are done based on age and gender. To be sure, have the correct camper selected in the drop down menu on the left side.



11. Once you choose the correct camper, you will see that all the available sessions that they can attend show up on the right side. You can select the specific branch if you would like to. Additionally, you may narrow your search by selecting "1 Week Session" or "2 Week Session", listed under "Categories".

Products 0 - 10 of 20 results Items per page: 10

Shopping for: **Sally Tied**

Birthdate: 05/01/2008

(Age 10)

Gender:
 Any
 Male
 Female
 Not Listed

Branch:
[All Branches](#)
 YMCA Downtown Manchester
 YMCA Allard-Corlar, Goffstown
 YMCA of Stafford County
 YMCA of the Seacoast
 YMCA of Greater Londonderry
 YMCA Camp Foss
 YMCA Camp Mi-Ti-Na
 YFC Summer Programs

| Image | Session Name | Description | Dates | Membership |
|--|------------------------|--|-------------------------|------------------------|
|  | Foss Session 1 | YMCA Camp Foss Sun to Sat Ages 8 to 16 | 06/23/2019 - 07/06/2019 | No Membership Required |
|  | Foss Session 2 | YMCA Camp Foss Sun to Sat Ages 8 to 16 | 07/07/2019 - 07/20/2019 | No Membership Required |
|  | Foss Session 3 | YMCA Camp Foss Sun to Sat Ages 8 to 16 | 07/21/2019 - 08/03/2019 | No Membership Required |
|  | Foss Session 1A | YMCA Camp Foss Sun to Sat Ages 8 to 16 | 06/23/2019 - 06/29/2019 | No Membership Required |
|  | Foss Session 2A | YMCA Camp Foss Sun to Sat Ages 8 to 16 | 07/07/2019 - 07/13/2019 | No Membership Required |

Registration Fee
 Resident Camp: 1 Week Session
 Resident Camp: 2 Week Session
 Resident Camp: CIT
 Resident Camp: Foss Running Camp
 Resident Camp: Specialty Activities
 Scuba
 Senior Center
 Short Term

12. If you do not see all of the sessions listed, be sure to switch pages at the bottom of the search area.



Foss Session 4A

YMCA Camp Foss
Sun to Sat
Ages 8 to 16

08/04/2019 - 08/10/2019
No Membership Required



Foss Session 1B

YMCA Camp Foss
Sun to Sat
Ages 8 to 16

06/30/2019 - 07/05/2019
No Membership Required



Foss Session 2B

YMCA Camp Foss
Sun to Sat
Ages 8 to 16

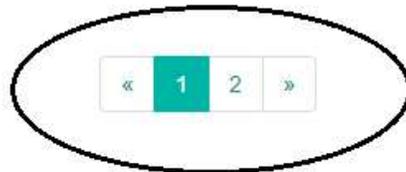
07/14/2019 - 07/20/2019
No Membership Required



Foss Session 3B

YMCA Camp Foss
Sun to Sat
Ages 8 to 16

07/28/2019 - 07/29/2019
No Membership Required



NOTE: If you skip a required question, you will be prompted. Your registration will not be completed until all of the required information is entered.

15. Once you enter all of the information required, you will have the option to continue shopping, add more sessions or add sessions for an additional camper. You can do this by clicking "**Continue Shopping**". If you are done, you will click "**View Cart**", which will also show the number of items you currently have in your cart.



16. On the next screen, you will see all of the sessions that you registered your camper for, as well as the amount of each session. All session payments are due the month before the start of the session and will AUTOMATICALLY charge to the payment method used for the deposit. To change this, please call or email Lauren Frazier. If you wanted to pay the entire balance upon registration, you can do so by clicking "View Payment Plan" and deleting the payment plan. Otherwise, you can click "**Proceed to Checkout**" and will only be charged the amount for the non-refundable deposit.

My cart

We need some more information from you!

Below is a list of forms we need you to complete. You will not be able to proceed to the checkout until you do this.

| | | |
|------------------------------------|------------|----------|
| Resident Camp Info | Sally Test | Complete |
| Resident Camp Registration (2019): | | |

Empty cart

Miscellaneous Information Forms

| | |
|--------------------|-----------------|
| Subtotal: | \$1,750.00 |
| Payment Method: | \$100.00 |
| Future Billing: | \$1,650.00 |
| Cart Total: | \$100.00 |

Proceed to checkout

the **Y**

Foss Session 3

Sally Test
Sun, Mon, Tue, Wed, Thu, Fri, Sat
Sun, Jul 21 2019 - Sat, Aug 3 2019
YMCA Camp Fees

Reg price: 1,750.00
Adjustments: 0.00
Future Billing: 1,650.00
\$ 100.00

View Payment Plan

Remove

18. Before finalizing your payment, you will have one last chance to look over all of the information on the account to make sure that it is correct. If you need to change anything, you can click on any of the links that say "Change". If there are no changes that need to be made, you can click on "Finalize purchase" to proceed.

Checkout

1 Payment Information

| | | |
|---------------------------|--|------------------------|
| Payment Method |  VISA xxxxxxxx1111 (1/2020) | Change |
| Billing Address | | Change |
| Mailing Address (Primary) | | Change |
| Email Address | test_billy1001@gmail.com | Change |
| Phone Number | 603-555-4658 | Change |
| Promo Code | <input type="text"/> | Apply |

| | |
|----------------|------------|
| Subtotal | \$1,750.00 |
| Visa | \$100.00 |
| Future Billing | \$1,650.00 |

Payment Total: **\$100.00**

[Finalize Purchase](#)

2 Required information

| | | |
|-----------------------------------|------------|------------------------|
| Resident Camp Info | Sally Test | Change |
| Resident Camp Registration (2019) | | |

3 Review My Cart

| | | |
|--|-----------------------|------------------|
|  | Foss Session 3 | |
| Sally Test | Reg. price | 1,750.00 |
| Sun, Jul 21 2019 - Sat, Aug 3 2019 | Adjustments | 0.00 |
| YMCA Camp Foss | Future Billing | 1,650.00 |
| | | \$ 100.00 |
| | | Payment Plan |

NOTE: If there is no billing address or mailing address selected, it will prompt you to do so before completing the registration.

▲ The following errors were detected in your input. Please correct them and resubmit:

- No primary mailing address has been selected. Please select a default mailing address and try again.

Checkout

1 Payment Information

| | | |
|---------------------------|--|------------------------|
| Payment Method |  VISA xxxxxxxx1111 (1/2020) | Change |
| Billing Address | | Change |
| Mailing Address (Primary) | | Change |
| Email Address | test_billy1001@gmail.com | Change |
| Phone Number | 603-555-4658 | Change |
| Promo Code | <input type="text"/> | Apply |

| | |
|----------------|------------|
| Subtotal | \$1,750.00 |
| Visa | \$100.00 |
| Future Billing | \$1,650.00 |

Payment Total: **\$100.00**

[Finalize Purchase](#)

19. After finalizing your purchase, you will be directed to your invoice page, which will show you how much you paid during the transaction. You also have the option to click "**Show order details**" to see a full summary of future payments, and a brief description of the session that you registered for. You may also print the page for your records. Congratulations! You successfully registered your camper for Camp Foss!

Print this page

Order Confirmation
Order Number: 93034

Payment Amount: **\$100.00**



Dear Billy Test
Thank you for choosing The Granite YMCA!

| Order Information | | | |
|-----------------------------|---|-------------------|-------------------------------------|
| Order Date: | Oct 9 2018 3:47 PM | Branch: | YMCA Camp Foss |
| Payment Amount: | \$100.00 | | 30 Mechanic St Manchester, NH 03101 |
| Member Address: | Billy Test 111 Testing Test Dr Manchester, NH 03101 | Phone: | 603-232-8642 |
| Payment Information: | VISA xxxxxxxx1111 (112020) | Tax ID: | 02-0222248 |
| Billing Address: | Billy Test 111 Testing Test Dr Manchester, NH 03101 | Member ID: | 118065 |

| Order Details | |
|-----------------------|---|
| Foss Session 3 | |
| Name: | Billy Test |
| Dates: | Sun, Jul 21 2019 - Sat, Aug 3 2019 |
| Branch: | YMCA Camp Foss |
| Days: | Sun Mon Tue Wed Thu Fri Sat |
| Code: | 610-000-2019-61-61503-00 |
| Comments: | Two-week session overnight camp for girls ages 9-15. Check in is on Sunday, 7/21 from 2:00 - 4:00 pm and check out is on Saturday, 8/3 from 9:00 - 11:00 am CAMPER HEALTH FORMS: All required health forms will be completed through CampDoc.com, an electronic health record system for camps. Within 5-7 days of registering your child (after February), you will receive an email from CampDoc providing you with your account log-in information, password and instructions on how to complete all necessary fields and upload all required documents. Any camper without this information completed upon arrival at camp will not be permitted to stay or participate until all of the required documents have been uploaded to the camper's account. |

| | |
|-----------------------|-------------|
| Subtotal: | \$ 1,750.00 |
| Total: | \$ 1,750.00 |
| Future Billing: | \$ 1,650.00 |
| Payment: | \$ 100.00 |
| Billing Plan: | \$ |
| Jun 1 2019: | \$1,650.00 |
| Total Future Billing: | \$ 1,650.00 |

| Final Summary | |
|-----------------------------|------------|
| Subtotal: | \$1,750.00 |
| Total Adjustments: | \$ 0.00 |
| Amount Due: | \$1,750.00 |
| Future Billing: | \$1,650.00 |
| VISA xxxxxxxx1111 (112020): | \$ 100.00 |
| Total Payment: | \$ 100.00 |

Questions

If you have any questions, please feel free to contact Lauren Frazier, Overnight Camp Registrar, at (603) 232-8642, or lfrazier@graniteymca.org.