



## How to Register for Youth Development Programs

You can register your child(ren) for our programs by following the steps below. \*When registering, you will need to complete all steps for the registration to be successful.

1. Click the registration link [HERE](#) to browse our programs.
2. Now you can search for a specific program or click one of the provided categories such as Afterschool, Summer Day Camp, Schools Out Camp or Kids Night Out.
3. On the left side of the webpage, select the location you are interested in attending.
4. A list of available programs at that branch will appear at the top of the page.
5. Select the program and then the available program dates you are interested in attending.
  - a. \*Afterschool requires continuous registrations throughout the school year, therefore, only one program date is available.
6. Now click "register". Then enter your email or phone number and hit submit.
  - a. If you have an online account, enter your password associated with your account. (If logged in successfully skip to step 7)
  - b. If you do not yet have an online account, select sign up.
    - i. Now you will be prompted to select the type of membership you are interested in and then click next. If you plan to only utilize the YMCA for Youth Development programs please scroll to the bottom of the membership types and select non-membership.
    - ii. Enter your email address (this will serve as your account username) and create an account password.
    - iii. Fill out the information about yourself and click next.
    - iv. Now select "adult" or "child" to add additional members to your account. This would include any additional parents/guardians and any children who would be registered for programming.
    - v. Once you have added all members to your account click next.
    - vi. Review our membership agreement and type your name in the box to agree to the terms of the agreement. Then select I agree and complete.
    - vii. Upon completion you will receive a confirmation email verifying your account has been created.
7. Select your child's name to register them.
  - a. If your child is not showing, you will need to add them to your account prior to being able to register them.
8. Fill out the program questionnaire for your child and click next.
9. Sign the waiver by typing your name in the box and click I agree.
10. Review the registration dates/program fees to ensure they are correct.
  - a. If applicable: approved discounts/scholarships will be applied after the registration has been complete.
11. Add payment information if registration is available and click pay or click next to finalize registration to the waitlist.
12. Upon completion you will receive an "Awesome" webpage followed by a confirmation email outlining the registration.
13. If registering more than one child, please complete the steps for each child.

If we can assist further in any way, please do not hesitate to reach out to us at [childcare@ymcabham.org](mailto:childcare@ymcabham.org).