

Instructions for a Parent Registering a Child That is Attending Camp Without an Adult Chaperone

• First Time Registrants

- Click on **A Camper (I am registering my child)**.
- If this is your first experience click on **Create a New Account**
- **Create New Family Account**
- Fill in your personal information. Click **Create**.

• Existing Account Holders

- Log in
- Click on **Register Online**
- Click on **A Camper**
- **Select Attendee**
 - Click on the drop-down box and select an individual or select **Add new individual**. Follow the instructions under **Select Attendee** below.

• Select Attendee

- Fill in your child's information. Click **Continue**.
- Choose the camp for your child. You will need to choose the entry that says "**no church counselor**". You may narrow your choices by choosing the type of camp, gender, and/or age at the top of the page.
- Click **Continue** at the bottom of the page.

• Medical History

- Mark yes or no for each item of medical history and medical concerns. Click **Continue** as you finish each page.
- The next screen requires **2 contacts** and their information, but you may enter up to **4**. **Please keep in mind that only the person listed will be allowed to check out your campers for illness or other reason.**
- The next screen is for medications your camper will be bringing to camp. Fill in info under **Add Medication** and then click **Continue**.
- The next screen requires your doctor's information and an answer to whether your child is allergic to Benadryl. Click **Continue**.
- The next screen will show the **Medical Release** to be signed by you, the parent. Type in your name and click **Continue**.
- The next screen will show **Terms & Conditions**. Registrations for GA Camp, Boys' Mission Camp, and Preteen campers under 11 years old will only have a **Photography Waiver** as **Terms and Conditions**. Registrations for Journey Camp, Adventure Youth Camp, Back to School Camp, and Preteen campers

11 years and up will need to sign off on the **Assumption of Risk Form** and **Photography Waiver**. The Assumption of Risk form is required to participate on the Ropes Challenge Course. This does not mean you are required to participate on the Ropes Course, but we must have a signed release in order for you to participate. At this time, you will need to agree to participation in order to finish your registration. If you do not want to allow your child to participate, call the camp at (337) 328-7531 and we will circumvent this step for you. Read the form, check the box, and type your name. Click **Continue**.

- The next screen is a **Confirmation** of the completion of the **Medical Release** and the **Terms & Conditions**. Click **Continue**.
- **Pending Registration**
 - Verify that the information is correct and then click **Check out**.
- **Conditions of Application & Release**
- **(General Information & Terms)**
 - Please read, check the box, and type your name. Click **Continue**.
- **Payment Selection**
 - **All payments will be done by electronic check**. Complete all fields. **Description would** be the name for your checking account—for example, Calvary Baptist Checks or Jim’s checks. **Account type** will be checking or savings, using the drop-down box. Fill in your bank’s name, the routing number (found at the bottom of your check), and your account number. Click **Save Account**.
 - The next screen will verify your information. Click **Continue**.
 - Click **Finish** to complete your transaction.
- **Confirmation**
 - Your child is now enrolled. You may logout in the upper right corner of the screen.
 - You may log in, entering your now existing account info, at a later date to **Make a Payment** or you may click on **View Itineraries** to view your registration, make a payment, or view your statement of account.