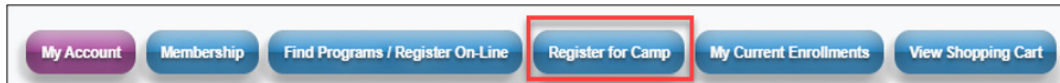




REGISTERING FOR DAY CAMP IN YMCA ONLINE

STEP 1 Log in to your online account: yweb.ymcaboston.org/SpiritWeb/Login

STEP 2 Select **Register for Camp** at the top of the page.



STEP 3 Use the to select Branch, Program, and Camp.

Select Branch	Roxbury YMCA	<input type="checkbox"/>
Select Program	Day Camp (Summer 2021)	<input type="checkbox"/>
Select Camp	Day Camp: Roxbury Summer Learning Academy 6/2/2021 - 9/3/2021	<input type="checkbox"/>

STEP 4 Select the button next to the person you would like to register.

Select Household Contacts to register

Name	Status	Age	Mem Level	Mem Type
<input checked="" type="checkbox"/> Camp Age Hoffs	None	11 Years 00 Months		
<input type="checkbox"/> Camp Age II Hoffs	None	11 Years 00 Months		
<input type="checkbox"/> Judy Hoffs	N/A	56 Years 03 Months		

STEP 5 Check off each week of camp you would like to register for.

CAMP	Ages	Group	Week 1 6/20-6/26	Week 2 6/27-7/3	Week 3 7/4-7/10	Week 4 7/11-7/17	Week 5 7/18-7/24	Week 6 7/25-7/31	Week 7 8/1-8/7
Roxbury Pioneers (Primary)	5-12		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

STEP 6 Click **Reserve**.

Select Camp Registration Classes and Options, then click reserve

Reserve

STEP 7 Read and sign waiver.

I have read this entire waiver and understand and hereby agree to accept my responsibilities for participation and conduct in YMCA programs and activities.

Click **Continue** near top of page.

STEP 8 Click Check Out.

Slot	Item ID	Charge Item
Roxbury Pioneers	279	Youth On-Site Day Camp

Check Out

STEP 9 Read Checkout Notice and Billing policies, and click OK to accept.

Checkout Notice

Please note that once you register you cannot change the activities. If you would like to cancel:

BILLING POLICIES

- There is a non-refundable non-transferable deposit of \$25 per week per child. This fee is applied to the total balance due for each activity.
- Changes and cancellations MUST be submitted in writing 2 weeks prior to the session start date and sent directly to the Camp Business Office.

OK **Cancel**

STEP 10 Review Shopping Cart and click I'm done shopping, proceed to checkout.

View Shopping Cart

There is 1 item in your shopping cart Total Due: \$1290.00

Product	Person Name	Description	Amount Due
Registration	Camp Age Hoffs	80544 - Day Camp/Roxbury Summer Learning Academy - Day Camp (Weeks 3,4,5,6,7)	\$1290.00 REMOVE

I'm done shopping, proceed to checkout

STEP 11 Click on and choose your Bill Method, then enter your Bill Start Date.

View Shopping Cart

There are 2 item in your shopping cart Total Due: \$1548.00

Product	Person Name	Description	Bill Method	Repeats	Amount Due
Registration	Camp Age Hoffs	80544 - Day Camp/Roxbury Summer Learning Academy - Day Camp (Weeks 3,4,5,6,7,8,9)	Auto Charge Weekly	6	\$1548.00

Bill Start Date
04/04/2021

STEP 12 To review your Payment Schedule, click View Payment Schedule, then click Close.

Display Billing Schedule

1	01/18/2021	Youth On-Site Day Camp, Roxbury Pioneers, deposit payment period	\$120.00
2	04/04/2021	Youth On-Site Day Camp, Roxbury Pioneers, period 2021-06-13 to 2021-09-10	\$125.00
		Payment 1 Total	\$245.00
3	04/11/2021	Youth On-Site Day Camp, Roxbury Pioneers, period 2021-06-20 to 2021-09-06	\$213.00
		Payment 2 Total	\$213.00
4	04/18/2021	Youth On-Site Day Camp, Roxbury Pioneers, period 2021-06-27 to 2021-07-03	\$213.00
		Payment 3 Total	\$213.00
5	04/25/2021	Youth On-Site Day Camp, Roxbury Pioneers, period 2021-07-04 to 2021-07-30	\$213.00
		Payment 4 Total	\$213.00
6	05/02/2021	Youth On-Site Day Camp, Roxbury Pioneers, period 2021-07-11 to 2021-07-17	\$213.00
		Payment 5 Total	\$213.00
		Registration Total	\$1,290.00

Close

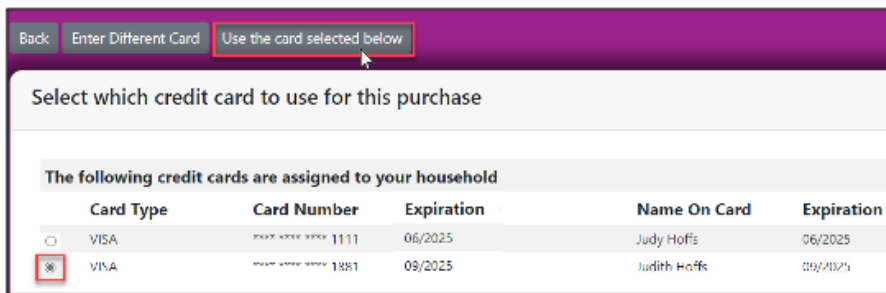
STEP 13 A. To use your default card on file for payments, enter the Security Code from the back of the card, then click **Place This Order Now**.



The screenshot shows a 'Payment' form with the following fields and values:

- Buttons: 'Use a different card' and 'Enter card'
- Name on Card: Judy Hoff's
- Card Type: VISA
- Expiration Month/Year: 06/2025
- Card Number: **** * 1111
- Security Code: [Input field with 'What's this?' link]
- Button: 'Place This Order Now' (highlighted with a red box)

B. To use a different card on file, click on **Use a Different Card**, click to select the card, then click **Use the Card Selected Below**.

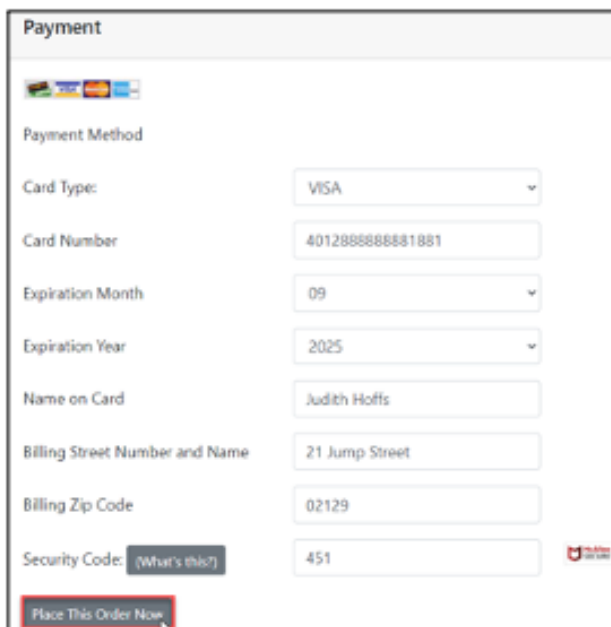


The screenshot shows a card selection screen with the following elements:

- Buttons: 'Back', 'Enter Different Card', and 'Use the card selected below' (highlighted with a red box)
- Text: 'Select which credit card to use for this purchase'
- Section: 'The following credit cards are assigned to your household'
- Table of credit cards:

	Card Type	Card Number	Expiration	Name On Card	Expiration
<input type="radio"/>	VISA	**** * 1111	06/2025	Judy Hoff's	06/2025
<input checked="" type="radio"/>	VISA	**** * 1881	09/2025	Judith Hoff's	09/2025

C. To add a new card, click on **Enter Card**, complete the required fields, then click **Place This Order Now**.



The screenshot shows a 'Payment' form for adding a new card with the following fields and values:

- Payment Method: [Icons for Visa, Mastercard, American Express, Discover]
- Card Type: VISA
- Card Number: 401288888881881
- Expiration Month: 09
- Expiration Year: 2025
- Name on Card: Judith Hoff's
- Billing Street Number and Name: 21 Jump Street
- Billing Zip Code: 02129
- Security Code: [Input field with 'What's this?' link] 451
- Button: 'Place This Order Now' (highlighted with a red box)