

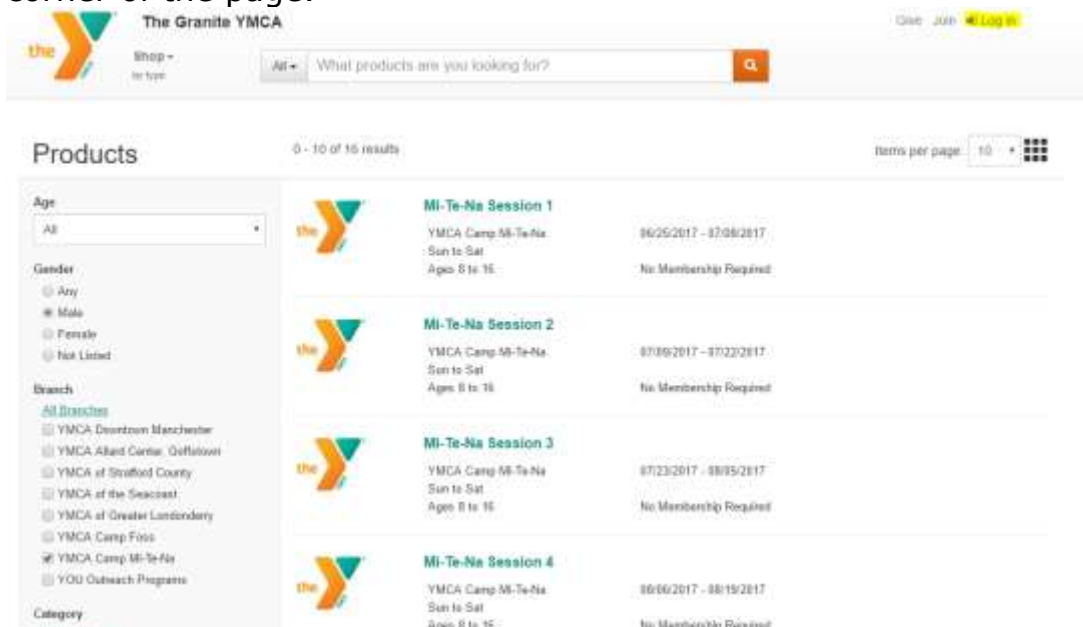
# THE GRANITE YMCA ONLINE OVERNIGHT CAMP REGISTRATION GUIDE

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.

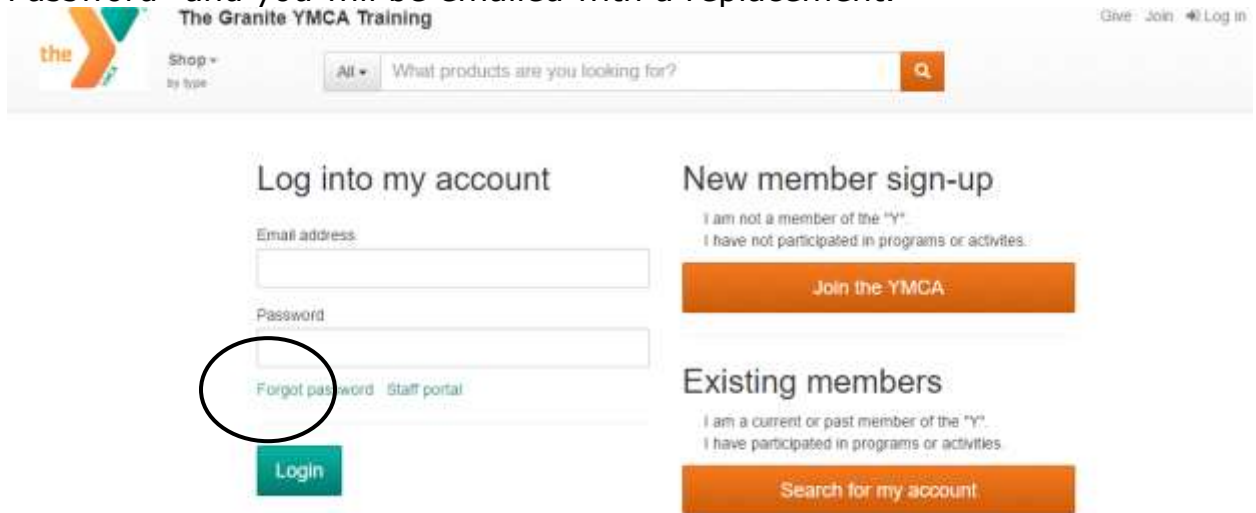
1. Click the **"Register Today!"** button and then click **"Register Here"** link.



2. This will bring you to a page that lists all the sessions that are available at Camp Mi-Te-Na. 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

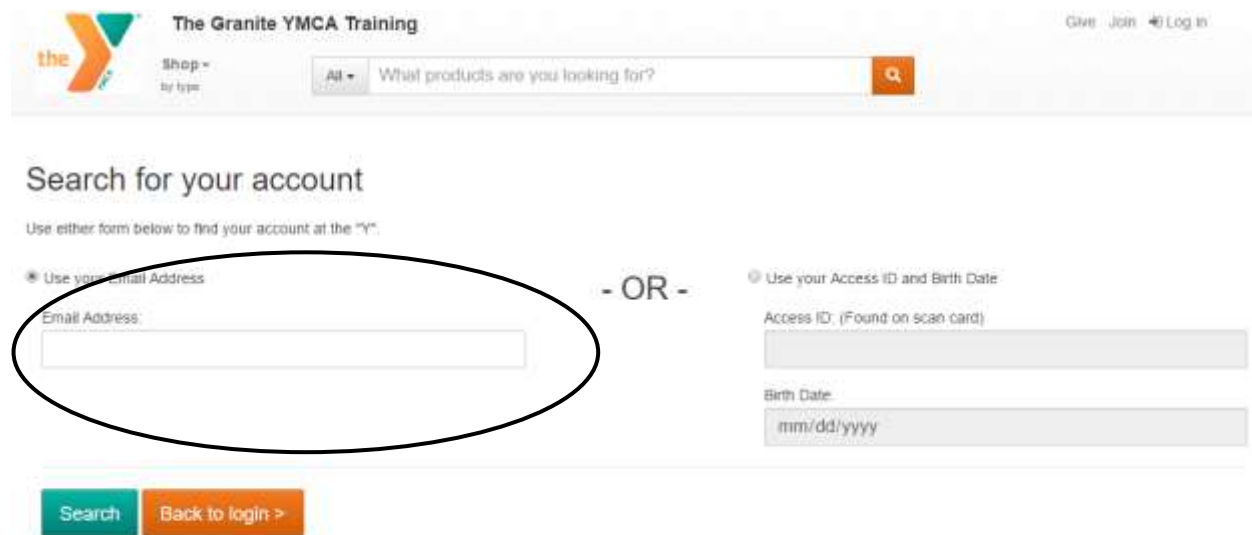
### Existing members

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

Shop - by type

All - What products are you looking for?

Info:

- An email has been sent to test\_marshalltest@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

Email Address

test\_marshalltest@gmail.com

- OR -

Use your Access ID and Birth Date

Access ID: (Found on scan card)

Birth Date:

mm/dd/yyyy

Search Back to login >

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. You will be able to add your camper's information on a later screen.

The Granite YMCA Training

Shop - by type

All - What products are you looking for?

Registration - New to the YMCA?

First name

Last name

Gender

Male

Birth date

mm/dd/yyyy

Home Country

United States

Phone number

Extension

Email address

Confirm email

Enter a password

Confirm password

Create account

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.

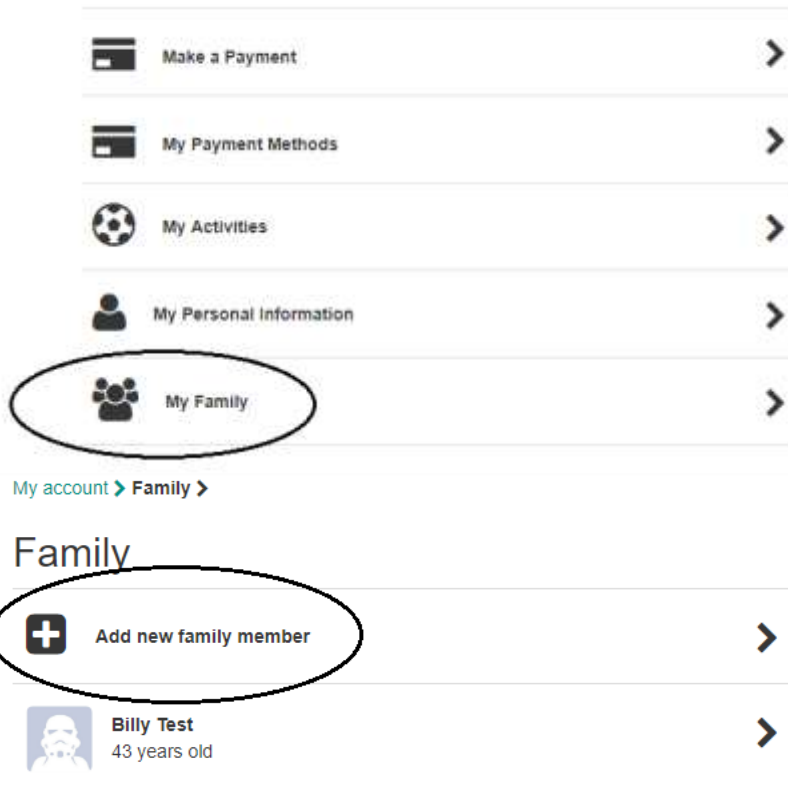
 The following errors were detected in your input. Please correct them and resubmit:

- 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_marshalltest@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.




The screenshot shows a user account menu with the following items:

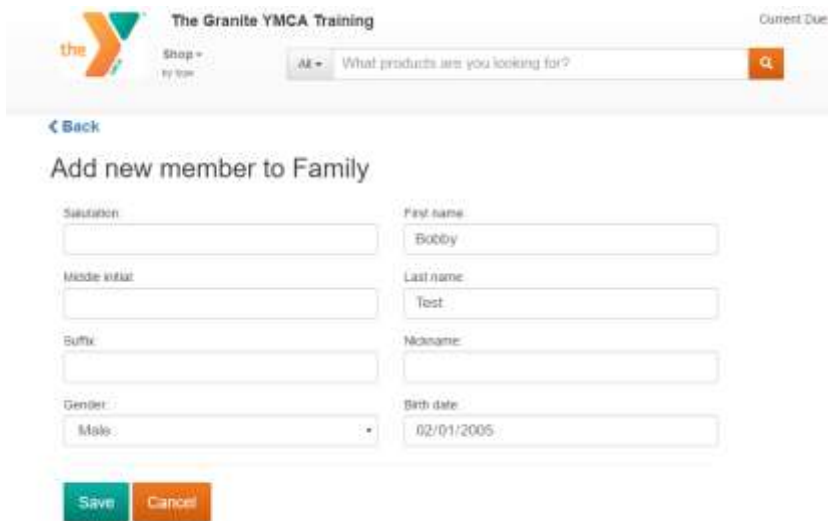
- Make a Payment
- My Payment Methods
- My Activities
- My Personal Information
- My Family** (circled in black)

Below the menu, the breadcrumb path is: [My account](#) > [Family](#) >

### Family

- +** Add new family member (circled in black)
-  **Billy Test**  
43 years old

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

Shop by type: All - What products are you looking for?

< Back

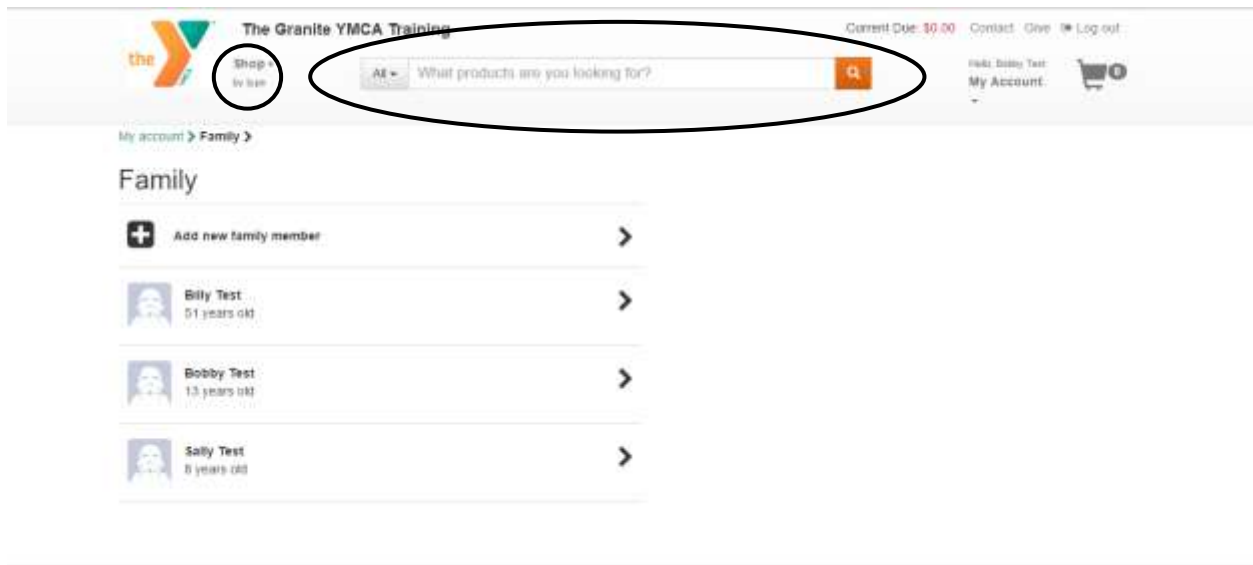
### Add new member to Family

Situation:	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"/>

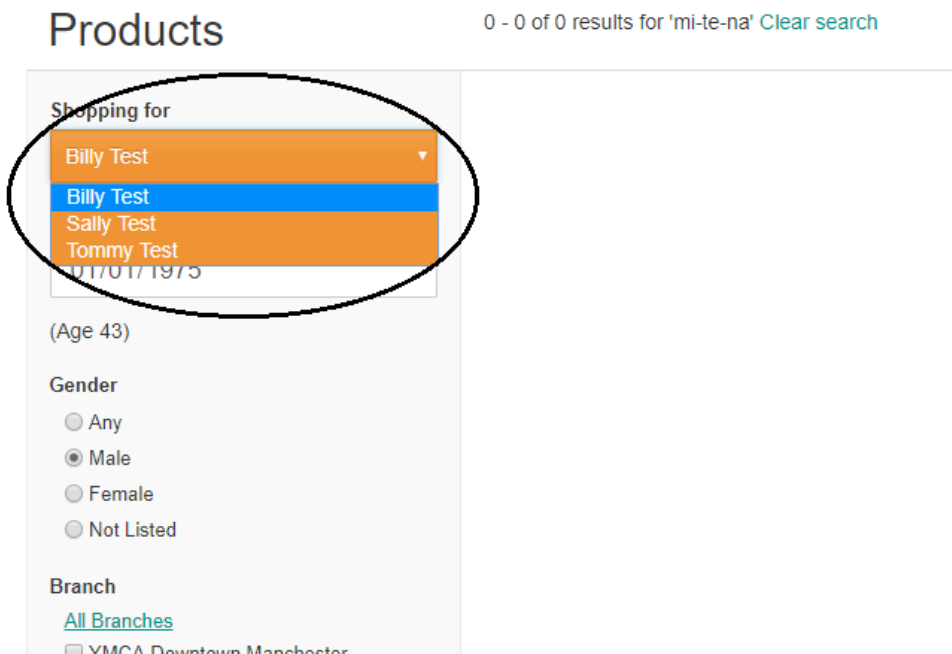
8. Don't forget to add your mailing address! To do this, go to **"My Personal Information"**, and click "Address Book" and enter you current mailing information.



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 "Mi-Te-Na" should yield results for all available sessions at Camp Mi-Te-Na)



10. This will bring you to the product page. All searches are done based on age and gender. To be sure to have the correct camper registered, you will want to select your camper from 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 may also narrow your search by selecting "1 Week Session" or "2 Week Session", otherwise it will show all sessions.

Shopping for  
Torrey Test

Birthdate  
03/01/2006

(Age 12)

Gender  
 Any  
 Male  
 Female  
 Not Listed


Branch  
[All Branches](#)  
 YMCA Downtown Manchester  
 YMCA Alford Center, Goffstown  
 YMCA of Strafford County  
 YMCA of the Seacoast  
 YMCA of Greater Londonderry  
 YMCA Camp Foss  
 **YMCA Camp Mi-Te-Na**  
 YSU Outreach Programs

Category


Session	Dates	Membership
<b>MI-Te-Na Session 1</b> YMCA Camp Mi-Te-Na Sun to Sat Ages 8 to 16	06/23/2019 - 07/06/2019	No Membership Required
<b>MI-Te-Na Session 2</b> YMCA Camp Mi-Te-Na Sun to Sat Ages 8 to 16	07/07/2019 - 07/20/2019	No Membership Required
<b>MI-Te-Na Session 3</b> YMCA Camp Mi-Te-Na Sun to Sat Ages 8 to 16	07/21/2019 - 08/03/2019	No Membership Required
<b>MI-Te-Na Session 4</b> YMCA Camp Mi-Te-Na Sun to Sat Ages 8 to 16	08/06/2019 - 08/17/2019	No Membership Required
<b>MI-Te-Na Session 1A</b> YMCA Camp Mi-Te-Na	06/23/2019 - 06/29/2019	

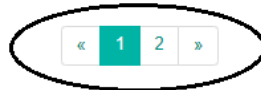
- Registration Fee
- Resident Camp: 1 Week Session**
- Resident Camp: 2 Week Session**
- Resident Camp: CIT
- Resident Camp: Foss Running Camp
- Resident Camp: Specialty Activities
- Scuba
- Senior Center
- Short Term

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

 Sun to Sat  
Ages 8 to 16 No Membership Required

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 **Mi-Te-Na Session 2B**  
YMCA Camp Mi-Te-Na 07/14/2019 - 07/20/2019  
Sun to Sat  
Ages 8 to 16 No Membership Required



13. Once you choose your session, you will be directed to the session's page. Here you can either add the session directly to your cart, or if there is an eligible "add-on", you may choose to add that to your cart. You also can add White Water Rafting or Intersession Days at any time after registration as well, by contacting Lauren Frazier.

Mi-Te-Na Session 2 for Tommy Test  
 Non Member One Time **\$1,750.00**

Add to cart for:  
Tommy Test

**Add to cart**

This program has an add on

**View add ons**

☑ Sunday Open	☑ Monday Open	☑ Tuesday Open	☑ Wednesday Open	☑ Thursday Open	☑ Friday Open	☑ Saturday Open
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#### Description

Two week overnight camp session for boys ages 8-15. Check in is on Sunday, 7/7 from 1:00 - 3:00 pm and check out is on Saturday, 7/20 from 9:00 - 11:00 am.



14. When selecting “Add to cart”, you will then be prompted to fill out the registration information for that camper. When registering for multiple sessions, this information will only need to be filled out once, per camper. Once you finish, click “Next”.

**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.

**ADDITIONAL NOTE:** Be sure to do this step **BEFORE** setting up a payment plan, otherwise you will be charged for the full amount of the session(s) you are registering for.

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. (If you are eligible for any discounts, they should automatically deduct here.)

✓ Added to cart for Tommy Test

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 items we need you to complete. You will not be able to proceed to the checkout until you do this.

Resident Camp Info <small>Resident Camp Registration (2016)</small>	Terms Text	Complete
--	------------	----------

Empty cart

Subtotal	\$1,810.00
Total Adjustments	-\$100.00
Payment Method	-\$100.00
Future Billing	\$1,710.00
Cart Total: <b>\$100.00</b>	

Proceed to checkout

Miscellaneous Information Forms

**Mi-Te-Na Session 2**

Terms Text  
 Sun, Mon, Tue, Wed, Thu, Fri, Sat  
 Sun, Jul 7 2016 - Sat, Jul 23 2016  
 YMCA Camp Mi-Te-Na

Reg. price	1,750.00
Adjustments	-100.00
Future Billing	1,650.00
<b>Total</b>	<b>\$ 100.00</b>

**Adjustments:**  
 Promotion -350.00 Y Member Discount -350 per 2 week session (MT)  
 Promotion -350.00 NH Resident Discount -350 per 2 week session (MT)

View Payment Plan

Remove

**Mi-Te-Na White Water Rafting - Session 2**

Terms Text  
 Tue, Wed  
 Tue, Jul 19 2016 - Wed, Jul 17 2016  
 YMCA Camp Mi-Te-Na

Reg. price	160.00
Adjustments	0.00
Future Billing	160.00
<b>Total</b>	<b>\$ 0.00</b>

View Payment Plan

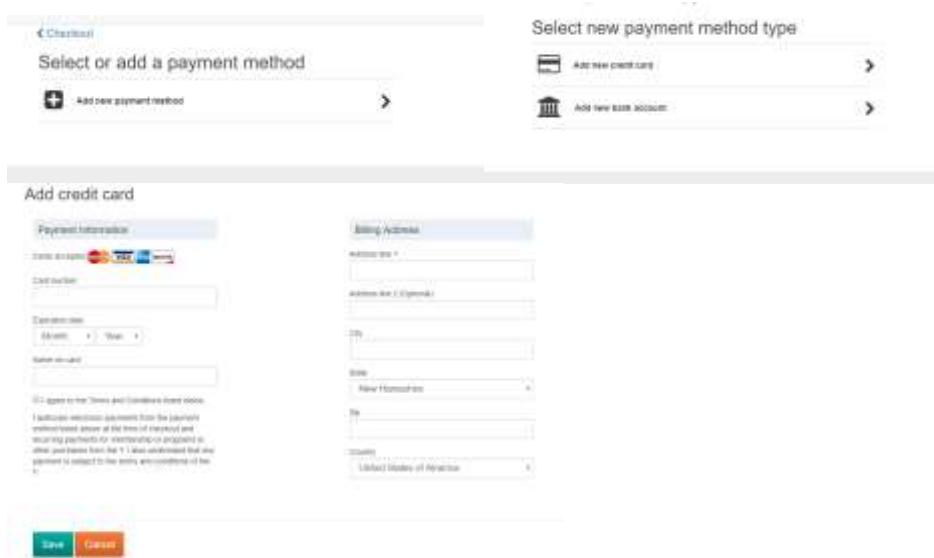
Remove

17. Once you are on the checkout screen, you will notice that the first thing you see is the prompt asking you to select a payment method. If you have more than one payment method listed on your account, you can choose which one you would like to use. Click "**Select a payment method**" to do so. It will bring you to another screen where all of the payment methods that you have saved on file for you to choose from. You will also have the option to add a payment method if you do not have one listed on file, or would like to use a different

account.



### ADDING A PAYMENT METHOD:




**NOTE:** Please be sure to choose a payment method to continue to finalize your checkout process.

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 xxx1111 (6/2020)	<a href="#">Change</a>
Billing Address	Billy Test 1 Start Dr Manchester, NH 03101	<a href="#">Change</a>
Mailing Address (Primary)	Billy Test 1 Start Dr Manchester, NH 03101	<a href="#">Change</a>
Email Address	test_billy1001@gmail.com	<a href="#">Change</a>
Phone Number	603-232-8642	<a href="#">Change</a>
Promo Code	<input type="text"/>	<a href="#">Apply</a>

**2 Required information**

Resident Camp Info	Tommy Test	<a href="#">Change</a>
Resident Camp Registration (2019)		

**3 Review My Cart**

[All To My Session 4](#)

Subtotal	\$1,910.00
Total Adjustments	-\$100.00
Visa	\$100.00
Future Billing	\$1,710.00
<b>Payment Total:</b>	<b>\$100.00</b>

[Finalize Purchase](#)

**NOTE:** If there is no billing address or primary 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 xxx1111 (1/2020)	<a href="#">Change</a>
Billing Address		<a href="#">Change</a>
Mailing Address (Primary)		<a href="#">Change</a>
Email Address	test_billy1001@gmail.com	<a href="#">Change</a>
Phone Number	603-555-4658	<a href="#">Change</a>
Promo Code	<input type="text"/>	<a href="#">Apply</a>

Subtotal	\$1,750.00
Visa	\$100.00
Future Billing	\$1,650.00
<b>Payment Total:</b>	<b>\$100.00</b>

[Finalize Purchase](#)

- 19.** After finalizing your purchase, you will be directed to invoice page, which will show you how much you paid during the transaction. You also have the option to click "**Show order summary**" 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 Mi-Te-Na!

Dear Billy Test

Thank you for choosing The Granite YMCA!

Order Information			
Order Date:	06/18/2018 1:08 PM	Branch:	YMCA Camp Mi-Te-Na
Payment Amount:	\$100.00	Phone:	30 Mainway St Manchester, NH 03101
Member Address:	Billy Test	Tax ID:	950-232-8642
	1 Elm Ct	Member ID:	02-022246
Payment Information:	Manchester, NH 03103		118326
Billing Address:	YMCA 0001711 (020220)		
	Billy Test		
	1 Elm Ct		
	Manchester, NH 03101		

Order Details			
<b>Mi-Te-Na Session 2</b>			
Name:	Billy Test	Subtotal:	3 Member Discount -800 per 2 weeks \$ 1,700.00
Date:	Sun, Jul 7 2018 - Sat, Jul 20 2018	session (MTT):	\$ -50.00
Branch:	YMCA Camp Mi-Te-Na	NH Resident Discount -800 per 2 weeks	\$ -80.00
Days:	Sun Mon Tue Wed Thu Fri Sat	session (MTT):	
Code:	610-950-2018-01-B1402-02	Total:	\$ 1,650.00
Comments:		Future Billing:	\$ 1,650.00
		Payment:	\$ 100.00
		Billing Plan:	
		Jun 1 2018	\$ 1,650.00
		Total Future Billing:	\$ 1,650.00
<p><small>You must remain in camp until the drop open 9:00 (check in is on Sunday, 11:00 from 1:00 - 3:00 pm and check out is on Saturday, 11:00 from 8:00 - 11:00 am. CANCELS (CnCl) (CnCl) for session's health forms and for completed waiver. Registration fees are electronic funds transfer system fee card. Within 57 days of registering your child (after February) you will receive an email from Campfire providing you with your account login information, questions and instructions on steps to complete all necessary forms and upload all required documents. Any changes without this information consented upon arrival as long as you are permitted to stay at camp, and all of the required documents have been uploaded to the parent's account.</small></p>			
<b>Mi-Te-Na White Water Rafting - Session 2</b>			
Name:	Billy Test	Subtotal:	\$ 100.00
Date:	Tue, Jul 19 2018 - Wed, Jul 17 2018	Total:	\$ 100.00
Branch:	YMCA Camp Mi-Te-Na	Future Billing:	\$ 100.00
Days:	Tue Wed	Billing Plan:	
Code:	600-950-2018-01-B1702-02	Jun 1 2018	\$ 100.00
Comments:		Total Future Billing:	\$ 100.00
<p><small>White water rafting takes place on Saturdays afternoon with return on camp on Wednesday evening. Participants must be 18 years old and weigh at least 50 lbs and MUST be registered for a 2 week session to participate in the white water rafting.</small></p>			

Final Summary	
Balance:	\$1,810.00
Total Adjustments:	\$ -150.00
Amount Due:	\$1,660.00
Future Billing:	\$1,710.00
YMCA 0001711 (020220):	\$ 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](mailto:lfrazier@graniteymca.org).