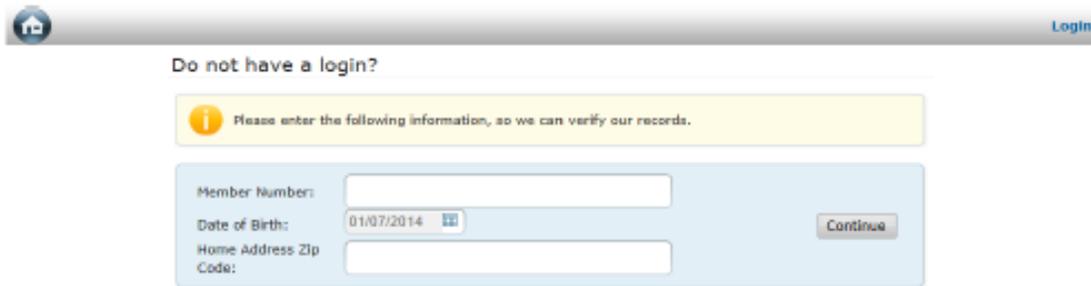


Thanks for choosing JCC Summer Camps!

If you have any issues throughout your registration process please feel free to contact Tasha Freeman 614-559-6251 or tfreeman@columbusjcc.org

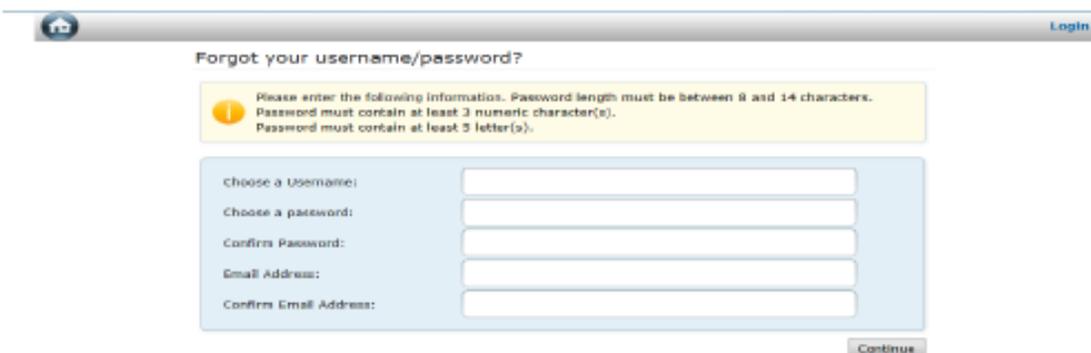
How to create an online account:

1. Make sure an adult and all children you want to enroll in camp ARE **ACTIVE MEMBERS** of the JCC Columbus!
 - If you are not a member contact membership at, 614-559-6229.
 - Summer rates for a family are \$375+tax
2. Find out who is the main member on your account and have the following information:
 - MAIN member number
 - MAIN member birthday
 - Home Address Zip Code
3. Visit <https://online.spectrumng.net/jccolumbus>
 - In the login area click Do not have a login? This will take you to the following screen:



Enter the information and click Continue. (for birthdate: enter YEAR, then month, then day)

4. Create a username and password based on the rules and fill in your email.



Once you have created your account, you can click the round home button to get back to the landing page and begin enrolling. You will not need to wait for the email confirmation.

WARNING! You are considered an **inactive** member if you have a balance on your account. You will be able to create a login but will not be able to register for camp! All balances must be paid before camp starts! You can

make a payment online using “Account Information,” “Make a Payment” Or email Sharon Sadlowski at 614-559-6221

HOW TO REGISTER FOR CAMP ON THE COLUMBUS JCC WEBSITE

1. Login to your JCC Online Account. If you do not have an account, see “How to create an online account” at <https://online.spectrumng.net/jcccolumbus>
2. Select Camp block on the landing page.
3. Select Camp Category for which you are registering.

FOLLOW STEPS 4-10 for one camper

TO ADD CAMPERS: Wait until “Enrollment Summary” tab, then click “Add Another Camper”

4. Find Correct Camp Grade (Fall 2016) or Check Age Range, click “Register”
5. Select plus (+) button to expand weeks.
 - Select enrollment group. Read waiver then click “Accept and Enroll”
6. Select camper you are registering.
 - Pop Up may appear for you to verify age and grade range. Click “Continue”

TO ADD MORE CAMP: SELECT “ADD MORE CAMP” at the “Camp Cart” tab

(Chaverim & Hoover Campers, Specialty Camp is its own category, you will not need to enroll in regular & specialty camp, just one)

7. Use drop down choices to answer the required questions on the “Additional Information” tab. Click “Continue”
8. Select Round Trip Transportation Route **by week** if necessary: (routes are labeled by abbreviations, the key is listed below)
 - N>H = JCC North to Hoover NA>E = New Albany to East (College Ave.)
 - N>E = North to East (College Ave.) NA>H = New Albany to Hoover
 - E>H = East (College Ave.) to Hoover

Electives include Before Care, After Care. Pay attention to After Care and Before Care titles, as options for all camps are available on this screen. Choose the care option for the same camp (Arye, Chaverim, etc.) for which you are registering your child.

Add-Ons include Lunch for most, but not all, camps. Please select all lunches needed, the discount will be applied to your last installment by the business office.

9. Add another camp – Add Camp Before/After care by the week
10. Add another camp = Add weekly lunch by the week.

REPEAT STEPS 4-10 for each additional camper

11. Pay in Full or Pay \$100 deposit per camper.

If you **DO** have a credit card on file please select the card you would like to use.

If you **DO NOT** have a credit card on file you will be prompted to provide one for us to charge the deposit and to set up installment payments on your account.

The amount in the cart divided by 6 will give you your installment payment amount. Billing will occur January – June on the 28th of each month.

The discount for siblings will be automatically applied to your cart.