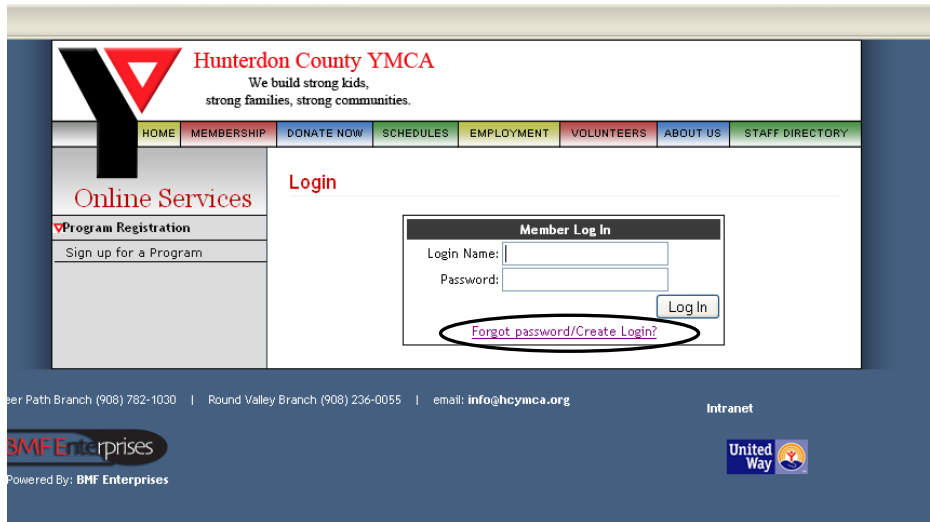


New Online Registration Guide

Along with our new membership system, we have updated our on-line registration program. Once you click Accept on the OnLine registration page, you will be brought to the new log in page.



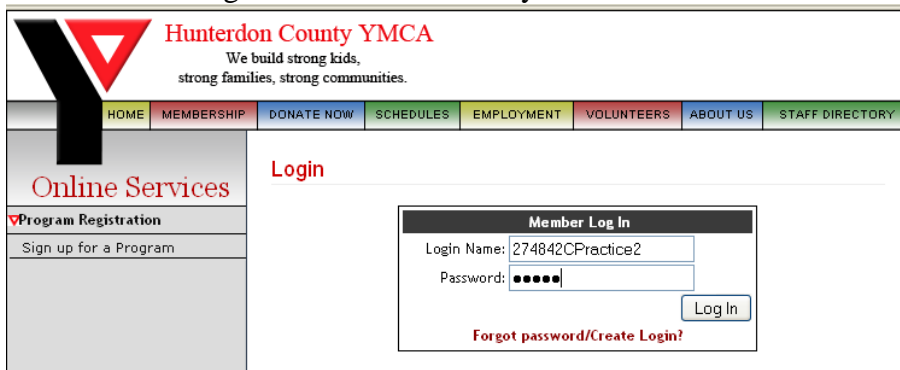
Everyone will need to create a new Login Name and Password in the new system. Click the link that says “Forgot Password/Create Login”

You will be asked to enter the email address that the YMCA has on file. If you receive an error message, it may be that we have an outdated email address on file. Call either branch or email info@hcyymca.com to update the password that you have on file.

Once you enter a valid email address, you will be asked to verify that you are the member that matches that address by submitting your Account # (member number) OR Scan Code (from your YMCA scan tag) OR Date of Birth.

You will then be emailed a new Login Name and Password from info@hcyymca.com. (check your junk/spam folder if you don't see it). You will be able to change these to something that you create after you login for the first time.

Enter the new Login Name & Password you have been issued



You will then be asked to enter your “old” password (the one you were just issued) and a “new” password of your choosing

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We build strong kids,
strong families, strong communities.

HOME MEMBERSHIP DONATE NOW SCHEDULES EMPLOYMENT VOLUNTEERS ABOUT US STAFF DIRECTORY

Online Services

Home

▼ Account Information
Contact Information
Billing Information
Series Sales

▼ Program Registration
Sign up for a Program

Sign Out

Welcome: Child age 6 Practice2 (Practice family 2)

Change Username/Password

You have logged in for the first time. Please change your password.

Old Password:

New Password:

Confirm New Password:

Update Cancel

You will also be asked if you want to change your Login/username from the one in the email to one that you create yourself. Once you complete this process, you will need to login again with the username & password that you created.

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Welcome: Child age 6 Practice2 (Practice family 2)

Change Username/Password

You have logged in for the first time. Please change your password.

Username:

Update Cancel

Your “Home” page lists everyone in your membership, as well as the address, phone number and email address we have on file.

There are links on the left to see what Contact Information and Billing Information we have on file. If you need to change this information at any time, contact either branch of the YMCA.

To sign up for a program, click the Sign up for a Program link. You will need to pick the Site (click Change to change from your “home” site to the other site if needed) and the Session. You can then choose a Category (Gymnastics, Karate, etc.) and the Course (Eel, Polliwog, etc.). The classes available will then be listed for you to choose.

(note – Spring 1 2010 classes will be entered the week of Feb 1)