



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Dear Parents:

Thank you for your interest in the Jefferson/FRA YMCA Summer Program, here is some program information.

Our summer program runs during the 4 weeks that summer school is in session. The program runs daily during those weeks from 11:30-5:30 and your child MUST be enrolled in at least the 10:30-11:30 summer school session in order to be eligible to attend. No care will be provide prior to 11:30. Twice a week we will be bussed from Jefferson to the Appleton YMCA for swimming and then will be bussed back. On Friday afternoons we will participate in a fieldtrip as well. Aramark will provide a free hot lunch daily (menus will be available) but students can bring a cold lunch if preferred.

Registration is online and is a similar process to school year registration. Instructions are attached.

For ALL children:

- \$5 a day per child; scholarships are available as needed.
- Up to date payment information is needed by all families (regardless of scholarship eligibility) to ensure enrollment in the program
- Payments will be drafted the Wednesday before the week starts. Any declined payments will alter if your child can attend that week or not.
- Space is limited so please plan accordingly.

For NEW Families:

- The online registration process take about 30 minutes to complete per child, the system does time out and there is not a save and come back option, so please plan accordingly.
- There is a \$25 registration fee per child as well which will need to be paid at the time of registration in order to complete the registration process.
- As part of the registration process you need to enter immunization records when you register, this website will allow you to access your child's immunization records, my suggestion is to print them off so you have them at the time of registration.

<https://www.dhs.wisconsin.gov/immunization/wir.htm>

For RETURNING Families:

- You will need to log into your YMCA account and follow the attached instructions.
- There are some additional questions (not too many) that you will have to answer to complete your registration process.
- Everything that you entered during the school year will auto populate into the forms so you will not have to enter all of that information again, but please review it to make sure phone numbers, authorized pick-ups and emergency contacts are correct.

Registration opens to all families on March 1st, 2018.

If you need to set up a time to come in and register your child(ren) for the summer program I will be here on the nights of summer school registration March 20th and 22nd or you can make an individual appointment prior to that as well. If you have any questions please do not hesitate to contact me.

Thank you,
Leah Zwiers
Jefferson/FRA YMCA 21st CCLC Coordinator
(920)209-0159
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To Register for 21st Century School Age

1. Login to your online account using your email address and password.
 - a. <http://www.ymcafoxcities.org/ymca/registration/createaccountlogin.aspx>
2. Click on the Programs icon (basketball).
3. Select 'School Age – 21st Century' from the list of programs.
4. From the list of available programs, choose the program called '**2018 Appleton YMCA: School Age Summer 21st Century**'.
 - a. **Important:** If you do not select the program, you cannot register for more than one day at a time.
5. Click the hyperlink for the location your child will be attending care at.
6. Check the box next to the correct care you would like to be contracted for.
 - a. **Note:** Any changes to your 'contract' will need to be made via a hand written notification.
7. Once the correct care is selected, click the 'Register' button.
8. Select the child you would like to register.
9. **Verify**/Answer all the registration information on the screen, then click the 'Next' button.
 - a. **Note:** You must enter in the immunization dates, we will not accept immunization records to be sent to the YMCA.
10. Select a Payment Method to pay the specific amount in the 'Payment Amount' box, then click the 'Pay' box.

To Add a Saved Billing Method

1. Login to your online account using your email address and password.
 - a. <http://www.ymcafoxcities.org/ymca/registration/createaccountlogin.aspx>
2. From the My Account page, scroll down to the Payment Methods section.
3. Click the Add credit card or add bank draft (EFT) hyperlink based on the billing method you want to add.
4. In the popup box, enter all the information, then click the Submit button.
5. **Note: we do not accept American Express credit cards.**