

Parent/Guardian Instructions for Annual Membership and Summer Registration

- Parent Portal Website: <u>https://bgcmetroatlanta.my.site.com/V2/s/login-home</u>.
- Click Create Account.
 - Note these steps are for brand new families.

Login Home × +	
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BOYS & SUBJECT COURSE BOYS & SUBJECT COURSE BOYS & SUBJECT COURSE Home Membership Transportation, Summer & Other Fees Login Ho	rme FAQ
BOYS & GIP OF METRO	LS CLUBS ATLANTA
NEW TO THE PORTAL?	ALREADY HAVE AN ACCOUNT?
	Login Below
	Username (Email)
	Password
	View My Account
above. Use the same parent/guardian first name, last name and email address that your Club has on file, and your account will be linked.	Forgot Password?
If you are unsure of the information your Club has on file, or receive an error message, please contact the Club.	

- IMPORTANT: Primary parents/guardians will enter their information on the screen below.
- Once the screen below has been completed correctly, you will receive an email to set up your Parent Portal password.

PARENTS/GUARDIANS: Enter your information below to create an account.	BOYS & GIRLS CLUBS	ome Membership Transportation, Summer a	k Other Fees Login Home FAQ
Create Account + First name + Last name Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last name + Last		PARENTS/GUARDI/	ANS: Enter your information below to create an account.
			Create Account
		* First name	* Last name
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		Birthdate	
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• The email to setup your password will look like the one below. The email might go to your spam/junk folder.



- Once a parent/guardian is logged into the Online Parent Portal, Click Browse 2023-24 Memberships
- Note: For all new/returning youth, this step must be completed before you enroll for summer.



• At the screen below, ensure the correct Club is selected. If you do not know the name of the Club your child/teen attends, contact your Club.

bgcmetroatlanta.my.site.com/V2/s/membership			ৎ 🕁 🖸 । 🖷
BOTS & GETTA GUTUS HOME Billing 2023-24 Annual M	lembership Summer 2024 Enrollment & School Transportat	Attendance Forms Update Your Information	Stored Payment Methods Login Home
Select a membership category below to view membership Current Location: Showing Data for All Locations (Change) MEMBERSHIPS Select a Category below for more de	REGISTRANTS Select a Membership Category etails on the different Membership Types. You will then be led through the registration	process and can add your children to these CH	e memberships.
A. Worley Brown Memberships	Anderson Memberships	At-Promise South- Metroj Membership	politan PKWY s
At-Promise Southwest- Campbellton Road Memberships	At-Promise West- Cameron Madison Alexander Blvd Memberships	Barksdale Membe	rships

- Choose K-8th grade or High School Enrollment. Your selection must be the grade your child/teen is currently in for the 2023-24 school year.
- Click Select.

	A. WORLEY	BROWN MEI	MBERSHIPS	
		SELECT A MEMBERSHIP		
ANNUAL 23-24 HIGH SCHOOL - A. WORLEY BROWN	THE FEE YOU SEE IN CART IS NOT YOUR FINAL FEE. Final fee determined after income documentation fer/ew/ Please submit application by (citing): "Submit for Review," upload your income eligibility documents, and vials for an email with your corrected fee.	1 (19 and Under)	A. Worley Brown	Select
ANNUAL 23-24 K-8TH GRADE - A. WORLEY BROWN	THE FEE YOU SEE IN CART IS NOT YOUR FINAL FEE. Final fee determined after income documentation review. Please submit application by clicking "Submit for Review", upload your income eligibility documents, and waitfor an email with your corrected fee.	1 (19 and Under)	A. Worley Brown	Select

• Click Add Household Member to add your child.

BOTS & GIRLS CLUBS	Home	Billing	2023-24 Annual Membership	Summer 2024 Enrollment & School Transportat	Attendance	Forms	Update Your Information	Stored Pay	ment Methods	Login Home
Select a membership ca	tegory be	low to v	iew membership options. Y	'ou will then be led through the registratior	ו process and	i can ado	ነ your children to these	members	hips.	
W Current Location: Showing Da	ata for All Lo	cations (Chi	ange)	O REGISTRANTS			СН	-• ECKOUT	50.00	
←Back			A	NNUAL 23-24 K-8th grade - A. Worley brown Select Registrants Registration step 1/3 Ages: 0 - 19 0 / 1 contacts selected					Next→	
Select contacts	gible		Add Household Member						0	

• Enter your child's information at the screen below and Click Save.

Select a membership category below to view membership options. You will then be led through the registration process and can add your children to these memberships.				
S Current Location: Showing Data for All Locations (Change)				
0			e	
MEMBERSHIPS	REGISTRAI	NTS	CHECKOUT	
←Back	annual 23-24 k-8th Select regist	H GRADE - A. WORLEY BROWN t Registrants IRATION STEP 1/3 Ages 0 - 19		
	Creat	e New Contact		
Select contacts	Account			Ð
	Tester, Eli Household			
	* First Name	Last Name		
Eli Tester - 39 Add H	* Birthdate	ä		
Edt Ineligible		Save		

• Click Select under your child's name and Click Next.



Select a membership category below to view membership options. You will then be led through the registration process and can add your children to these memberships.

• Answer all the membership questions for the child you are enrolling.

contacts. In case of an emergency, we will contact primary quardians first.

• Once completed, Click Next.

Select a membership category below to view membership options. You will then be led through the registration process and can add your children to these memberships.

🖏 Current Location: Showing Data for All Locations (Change)				
0	o			
IEMBERSHIPS	REGISTRANTS		снескоит \$285.00	
←Back	ANNUAL 23-24 K-8TH GRADE - A. WORLEY BROW Membership Questions REGISTRATION STEP 2/3 Please fill the following forms for each member. Required fields have	N an asterisk	-	
	1. Kade Tester			
ADDITIONAL GUARDIAN 1 (DO NOT LIST YOURSELF)	If yes, please list the names of those medications *		I understand that attending Parent Orientation is MANDATORY, and I agree	
If your child has any additional guardians please list them here. You do not need to list yourself.			to adhere to and abide by the policies of the Club as stated in the orientation guide. I also agree to further review Club policies with my child, assuming respectively for their comparation behavior with the totelanders of Davis 8.	
Secondary Parent/Guardian First Name		Girls Club. NOTE: The Member/Parent Orientation guide is available per download		
Secondary Parent/Guardian Last Name	If yes to prescription medication, does member take medication dur & Girls Club Hours?	ing Boys	our website and/or per request at the front desk of each Club. Parent Orientation*	
	Select an Option	•	Select an Option 🔹	
Secondary Parent/Guardian Mobile Phone	ALLERGIES (HOLD CTRL OR CMD (MAC) TO SEL MULTIPLE ITEMS)	ECT	After School Travel: From When space is available on transportation routes Please select if you do or do not the following statement:	
Secondary Parent/Guardian Alternate Phone	Does member have any allergies or dietary religious restriction	s?*	year. I understand that BGCMA reserves the right to remove my child from the transportation service.	
	Select an Option	•	Transportation*	
	Allergies/Dietary religious restrictions *		Select an Option 🔹	
GENERAL INFORMATION	Beef	<u>*</u>	Please select a response in terms of the following statement:	
How did you heard about Boys & Girls Clubs of Metro Atlanta?	Pork	-	I authorize travel with the BGCMA to any field trip or outing that <u>I sign my</u> child up for during the SCHOOL YEAR AND /OR SUMMER PROGRAM. I	
Select an Option 🔹	Any Other Allerning t	Ψ.	understand that BGCMA reserves the right to remove my child from the transportation service.	
EMERGENCY CONTACT 1	Any Other Allergies -		Field Trips/Special Events/Summer Travel*	
Please do not list yourself or additional guardians as emergency			Select an Option 🔹	

Authorized to leave premises unescorted*

• Sign your child's annual membership app at the screen below by Clicking Sign.



• After providing your e-signature, Click Confirm and Click Complete.

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0		Terms and Conditions		
Auturity synahl, my child for negatarian as a member at Blog & Gri anna Revices, Cooper Division of Family Schletter Services, Dev y own thes at Laks understand and agree that the terms hereis an greement, Reisaas and Valver shall ensure to the bandit of the suc Max engrangm, auclidus virkular programming and support tim hittiku SDA is an equid opportunity provides and employer. Lunderstand tha table Cubia is not a licinesed duy care facility, and that staff will not p the Cubia programs.	Is Obto of Netee Alartis (BOCM), Activities at the Colum on graphatance, and there subscission/shiftment for many clam contractual, and they are not a mere rectator or simply for a school and the second and the second and the second and decimal association and the relates to my solvistup/ther and BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage Folce (hat prohibit BOCMA has adopted a 3 site Passage (hat prohibit) has adopted a 3 site Passage (hat prohibit) has	(include, but and limited IB/CLMM) VEDIMIT ROOM, use other SPORTSEE/CLATIVITES, where yields and an end limited IB/CLMM. VEDIMIT ROOM, use other SPORTSEE/CLATIVITES, where read, understand, and this information in the properties that provide and and counter of the specement. The counter of an other specific and an other specement and and and an other specific and and an other specific and and an other specific and and an other specific and and an other sp	at my discretion may choose to allow my chief to participate in , unit host hamiles and in . Linkers site has it ma longui competel to spin the agreement. And that my ume responsibility for my chief a physical constitue and capatity to perform under the respect of any of the Achiefes amy right on IDCAA. BOCAA approximate the engined in any of the Achiefes amy right on IDCAA. BOCAA approximate the of the respect of any of the Achiefes amy right on IDCAA. BOCAA approximate in the in other advanced to achiefe any right on IDCAA. BOCAA approximate in the Loudentiand that failure to acade by the policies in the handbook may result in the	BGCMA, Department of signing this agreement is the program. This to participate in current and SSA snack program. trieve them. I understand removal of my child from
		Please Fill in to Agree with the Above Text		
	*Sign Here	Please Fill in to Agree with the Above Text		
	*Sign Here	Please Fill in to Agree with the Above Text		
	*Sign Here.	Please Fill in to Agree with the Above Text Clear Significant		
	*Sign New	Please Fill in to Agree with the Above Text Clear Signature		



• Click Finish.

BOYS & GIRLS CLUBS	Home	Billing	2023-24 Annual Membership	Summer 2024 Enrollment & School	l Transportat	Attendance	Forms L	Ipdate Your Information	Stored Payr	nent Methods	Login H
Select a membership cate	egory bel	ow to vi	ew membership options.	/ou will then be led through th	e registration	process and	can add y	our children to these	membersh	iips.	
🖏 Current Location: Showing Dat	ta for All Loca	ations (Cha	inge)								
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EMBERSHIPS				REGISTRANTS				СН	ECKOUT	\$285.00	
			A	NNUAL 23-24 K-8TH GRADE - A. WO	RLEY BROWN						
←Back				Sign Contracts REGISTRATION STEP 3/3	3				\rightarrow	Finish!	
CONTRACT NAME	CONTRAC	CT STATU	IS SIGNATURE	LAST MODIFIED	ATTACHMEN	IT	COMPLET	ED ON REQ	UIRED		
Kade - Agreement, Release and Waiver	Complete		Signed	3/5/2024 by Eli Tester	N/A		3/5/2024	N/A			

• Click Next.

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Select a membership category below to view membership options. You will then be led through the registration process and can add your children to these memberships.

MBERSHIPS	Contraction Contra	ОСНЕСКОИТ	₹1 \$285.00
Seack To Browse Now that you have completed the registration steps, you can add more members to a different Membership Type in the same Transaction.	Summary		Next
Immediate Charges			
T KADE TESTER - ANNUAL 23-24 K-8TH GRADE - A. WORLEY BROWN	MEMBERSHIP		\$285.00
IMMEDIATE PAYABLES			
Initial Fee			\$285.00
GRAND TOTAL			\$285.00
Enter Coupon Code			Apply Code

Current Location: Showing Data for All Locations (Change)

- All parents will Click Submit for Discount/Income Review.
- Club Staff will review the application and apply any approved discounts.
- Parents will be notified by the Club Staff regarding final instructions for payment.

	e NOW - DEFAULI	
?	This section has the amounts that are payable today for your purchase. The Mai information or you can select from any active Stored Accounts that are available	hent button will allow you to enter your payment ur household.
Kade Te	ster - Annual 23-24 K-8th Grade - A. Worley Brown	\$285.00
Balance	Total:	\$285.00
	Ma Submit for Discount/	Income Review

Setup Payment

Summer Enrollment Instructions After Your Child is Approved For An Annual Membership

- After your child(ren) is approved for an Annual Membership, log back into the Online Parent portal to enroll for summer.
- Click Browse Summer 2024 Enrollments & School Transportation.

25 bgcmetroatlanta.my.site.com/V2/s/	९ 🖈 🖸
Home Billing 2023-24 Annual Members	hip Summer 2024 Enrollment & School Transportat Attendance Forms Update Your Information Stored Pay 🗈 Int Methods Login Home FAQ
	BOYS & GIRLS CLUBS
HC	DUSEHOLD ACCOUNT DETAILS
Using Google Chrome, right-click on this page and select "Tra Desile Google Chrome: basa clic detection en esta odelina y selectione "Trans	Interested in translating to another language? inslate to English." Then click on the three vertical dots, select "choose another language," select your language and click "done." <u>Le Interesa traducir el contenido a otro Idioma?</u> tate to Fondish." I upen baza clic en lotters suntos verticales veleccione "choose another language " seleccione su idioma v baza clic en "done."
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Besta Fake My Details Image: Constraint of the second	IMORTANT: Online Registration Instructions To register a child/teen for the first time or renew a child's annual membership, click the blue "Browse 2023-24 Annual Membership" button below. To sign up your child for Summer 2024 or School Transportation for this school year, click the blue "Browse Summer 2024 Enrollment & School Transportation". All youth/teens MUST have an annual 2023-24 membership before they can enroll for Summer 2024. If your child/teen currently attends one of our Club's for after school care, <u>DO NOT</u> purchase another annual membership when enrolling for Summer 2024.
	Please ensure you are selecting the correct Club and the correct Grade
A My Household	Cohort for the grade your child/teen is in during the 2023-24 School Year (i.e. K-8th grade OR High School).
Avery Fake Birthdete : 2015-11-11	Register Online 2023-24 Annual Memberships
David Fake Birthdate : 2018-01-01	Browse Summer 2024 Enrollment & School Transportation

- Ensure the correct Club is selected.
- Click Summer Memberships.
- Click Summer 2024.
- Click Options.
- Choose K-8th grade or High School Enrollment. Your selection must be the grade your child/teen is currently in for the 2023-24 school year.

Keyword or Code Q PROGRAM COURSE SESSION START DATE THE EFER YOULGE	
Keyword or Code Q PROGRAM COURSE COURSE SESSION START DATE SESSION PRICE OPTION PRICES	
BROWSE 1 FILTER Summer 2024 Summer 2024 A. Worley Brown Summer Memberships 2024 O May 31 '24 - determined after documentation	OPTIONS ↑
Val can enroll in up to 1 options for Summer 2024 - A. Worley Brown Summer Memberships 2024	
Transportation	
PROGRAMS SUMMER 24 HIGH SCHOOL - A. WORLEY BROWN BROWN	
Summer 2024 May 31 '24 - Jul 14 '24 May 31 '24 - Jul 14 '24 Summer 2024 7:30 AM 6:00 RM 7:30 AM 6:00 RM	
S0 spots remaining 300 spots remaining	
Location: A. Worley Brown Location: A. Worley Brown	
THE FEE YOU SEE IN CART IS NOT YOUR THE FEE YOU SEE IN CART IS NOT YOUR FINAL FEE. Final fee determined after FINAL FEE. Final fee determined after	
income documentation review. income documentation review.	

- Choose the youth/teen you are enrolling by Clicking Select
- Click Save.

Su	ımmer 2024 - A. Worley Brown Sumn	Cl ner Memberships 2024 - Summer 24 K-8t	noose the Contact(s) to request a spot h Grade - A. Worley Brown	for		
Back 0 /	6 CONTACTS SELECTED					50.00
😫 Current Locatio	Select contacts				Ð	
Regword or Co BROWS CATEGORIES Summer Me Transportation	Avery Fake - 8	David Fake - 6	Desha Fake - 38	Jaye Fake - 9 Edit Select	JoAnn Fake - 11 Edit Select	ormons T
PROGRAMS Summer 202	Tommy Lee Fake - 10	Add Household Member				

• To view and sign the required summer forms, Click Sign.

bgcmetroatlanta.my.site.com/V2/s/registration				x 1
Borns curres Curres Home Billing Merr	bership Transportation. Summer & Other Fees	Attendance Forms Update Your Informati	on Stored Payment Methods	Login Home FAQ
To search for a program, use the	browse and filter options on the left side o	of the screen. You can also use the keywo	rd search to narrow your res	sults.
Rack O -	Questions	Contracts	Summary Net	xt \$425.00 (08:56
Contracts Please complete all contracts				
CONTRACT NAME CONTRACT STATUS	SIGNATURE LAST MODIFIE	D ATTACHMENT CC	MPLETED ON REQU	IRED
JoAnn - Summer 2024 Form Draft	Sign 2/9/2024 by Desh	ha Fake N/A. N/A	A Prior to	0 Purchase
				Next
Boys & Girls Clubs of Metro Atlanta 2880 Dresden Drive Chamblee, GA 30341		000	Contact Us Dona	ate Now Employment Parei
404-527-7100				

• Parent/Guardian will provide an e-signature and Click Confirm.

	Note: Home Billing Membership Transportation, Summer & Other Fees Attendance Forms Update Your Information Stored Payment Methods Login Home	FAQ
	To search for a program, use the browse and filter options on the left side of the screen. You can also use the keyword search to narrow your results.	>
	Terms and Conditions	
infraction. Repeat suspensi If I do not attend a parent o	sions will result in a non-refundable expulsion from the club. I understand that in addition to registering my child for the summer program. I must attend one of the mandatory parent orientation meetings in order for my child to be eligible orientation meeting, my child will be withdrawn from the summer program and another child allowed to attend in Nahee place.	to attend the summer program.
	Please Fill in to Agree with the Above Text	
	Clear Signature	
		Cancel Confirm

- Click Complete.
- Click Next.

cmetroatlanta.my.site.com/V2/s/registration				
BOYS A GENE COME Home Billing Mem	bership Transportation, Summer & Other Fees Attendance Fo	orms Update Your Information	Stored Payment Metho	ds Login Home FAQ
To search for a program, use the	browse and filter options on the left side of the screen. Yo	u can also use the keyword	search to narrow you	r results.
Back Ø	Questions Contr	acts	Summary	Next 05:43
Contracts Please complete all contracts		×		
CONTRACT NAME CONTRACT STATUS	SIGNATURE LAST MODIFIED ATT		LETED ON R	EQUIRED
JoAnn - Summer 2024 Form Complete	Success	9/202	24 N	A
	Contract has been signed.			Next
		Complete		
& Girls Clubs of Metro Atlanta Dresden Drive nblee, GA 30341)		Donate Notes Employme

- All parents will Click Submit for Discount/Income Review.
- Club Staff will review the application and apply any approved discounts.
- Parents will be notified by the Club staff regarding final instructions for payment.

