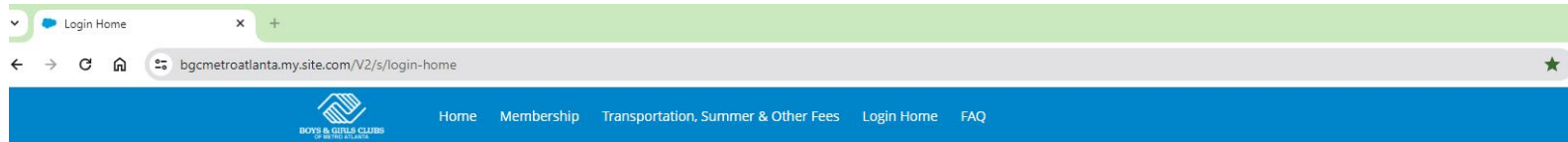


Parent/Guardian Instructions for Annual Membership and Summer Registration

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



NEW TO THE PORTAL?

Register your household account



CREATE ACCOUNT

Returning parents can LINK their old account using the button 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.

If you are unsure of the information your Club has on file, or receive an error message, please contact the Club.

ALREADY HAVE AN ACCOUNT?

Login Below

Username (Email)

Password

View My Account

Forgot Password?

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- **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.

bgcmetroatlanta.my.site.com/V2/s/create-account

Home Membership Transportation, Summer & Other Fees Login Home FAQ

PARENTS/GUARDIANS: Enter your information below to create an account.

Create Account

* First name * Last name

* Email

* Mobile Phone Other Phone

* Street * City

* State * Zip Code

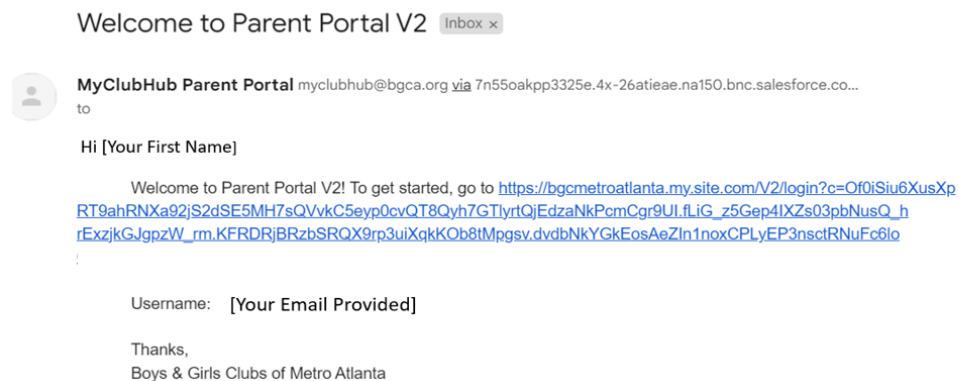
* Country Role in Household

Birthdate

Submit

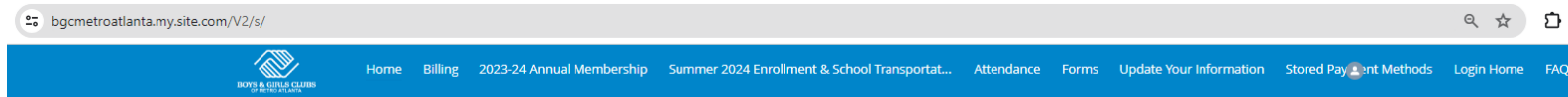
This site is protected by hCaptcha and its [Privacy Policy](#) and [Terms of Service](#) apply.

- The email to setup your password will look like the one below. The email might go to your spam/junk folder.



Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- 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.**



HOUSEHOLD ACCOUNT DETAILS

Interested in translating to another language?

Using Google Chrome, right-click on this page and select "Translate to English." Then click on the three vertical dots, select "choose another language," select your language and click "done."

¿Le interesa traducir el contenido a otro idioma?

Desde Google Chrome, haga clic derecho en esta página y seleccione "Translate to English." Luego haga clic en los tres puntos verticales, seleccione "choose another language," seleccione su idioma y haga clic en "done."

	My Details		
	Personal Email	Preferred Email	Mobile Phone
	desha_01@yahoo.com	Personal	7069800000
	Street	City	State
	2000 Black Bear Street	Atlanta	GA
	Zip Code	Do Not Update Other Household Addresses	
30039	false		

	My Household	
	Avery Fake	
	Birthdate : 2015-11-11	
	David Fake	
	Birthdate : 2018-01-01	

IMPORTANT: Online Registration Instructions

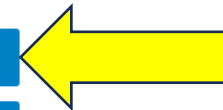
To register a child/teen for the first time or renew a child's annual membership, click the blue "Browse 2023-24 Annual Membership" button below. To sign up your child for Summer 2024 or School Transportation for this school year, click the blue "Browse Summer 2024 Enrollment & School Transportation".

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, DO NOT purchase another annual membership when enrolling for Summer 2024.

Please ensure you are selecting the correct Club and the correct Grade Cohort for the grade your child/teen is in during the 2023-24 School Year (i.e. K-8th grade OR High School).

Register Online



Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

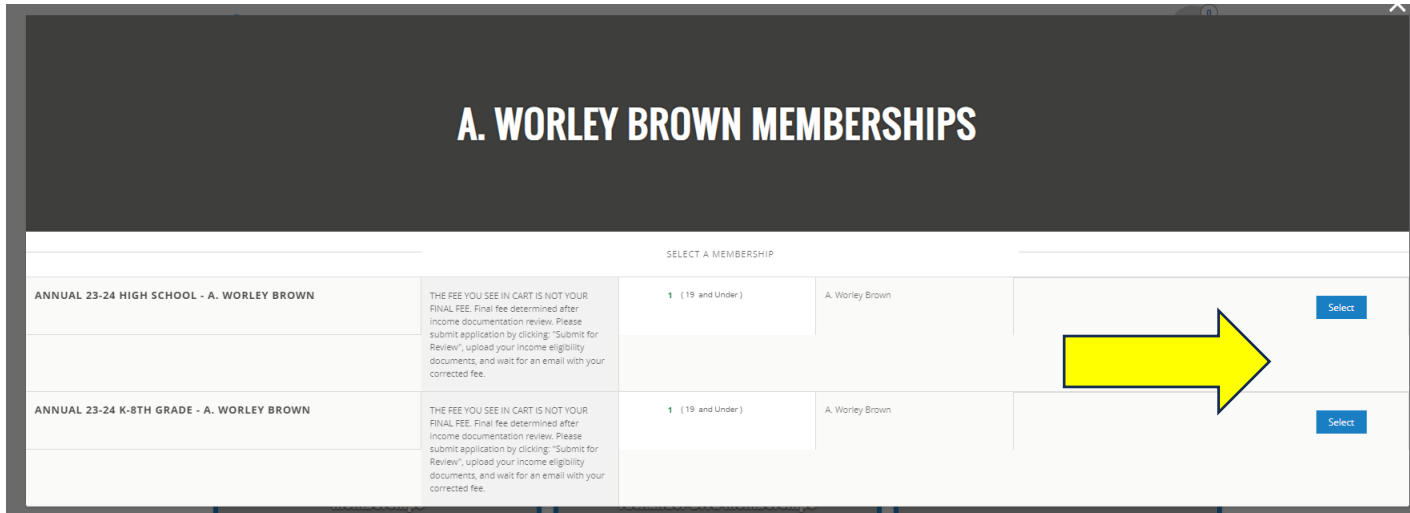
- At the screen below, ensure the correct Club is selected. If you do not know the name of the Club your child/teen attends, contact your Club.

The screenshot shows the BGCA Metro Atlanta membership website. At the top is a navigation bar with the logo and links for Home, Billing, 2023-24 Annual Membership, Summer 2024 Enrollment & School Transportat..., Attendance, Forms, Update Your Information, Stored Payment Methods, and Login Home. Below the navigation bar is a progress indicator with three steps: MEMBERSHIPS, REGISTRANTS, and CHECKOUT. A yellow arrow points to the MEMBERSHIPS step. To the right of the progress indicator is a shopping cart icon with a '0' and '\$0.00'. Below the progress indicator is a section titled 'Select a Membership Category' with a sub-instruction: 'Select a Category below for more details on the different Membership Types. You will then be led through the registration process and can add Members to this type.' There are six membership category boxes arranged in a 2x3 grid:

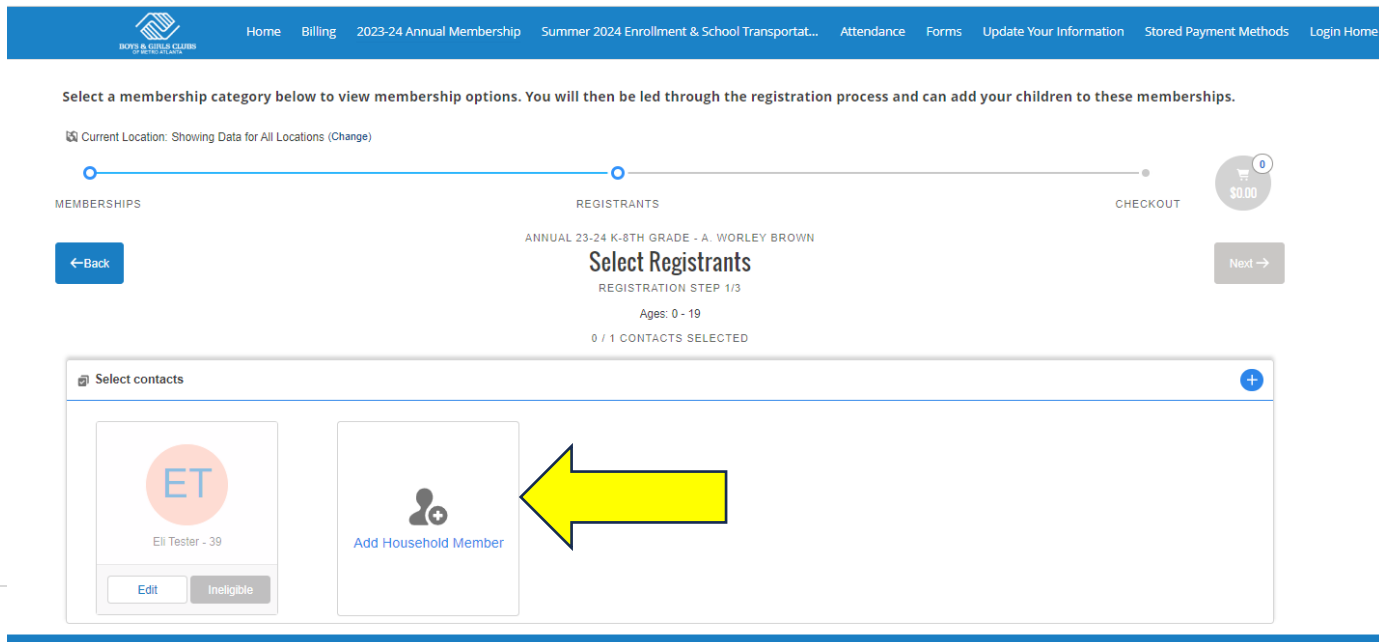
- A. Worley Brown Memberships
- Anderson Memberships
- At-Promise South- Metropolitan PKWY Memberships
- At-Promise Southwest- Campbellton Road Memberships
- At-Promise West- Cameron Madison Alexander Blvd Memberships
- Barksdale Memberships

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- 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.

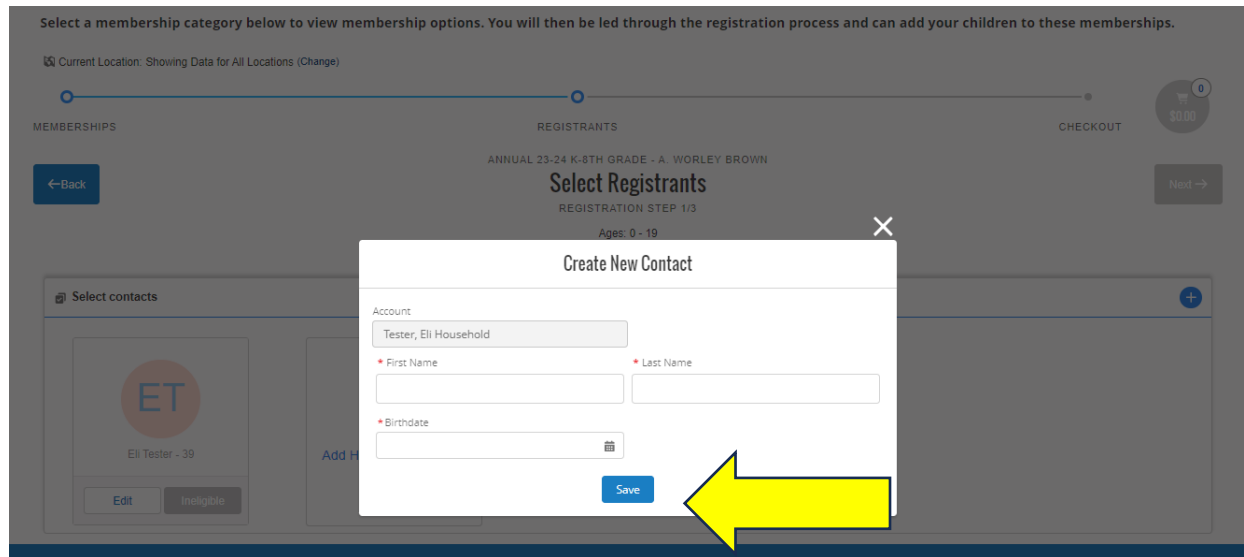


- Click Add Household Member to add your child.

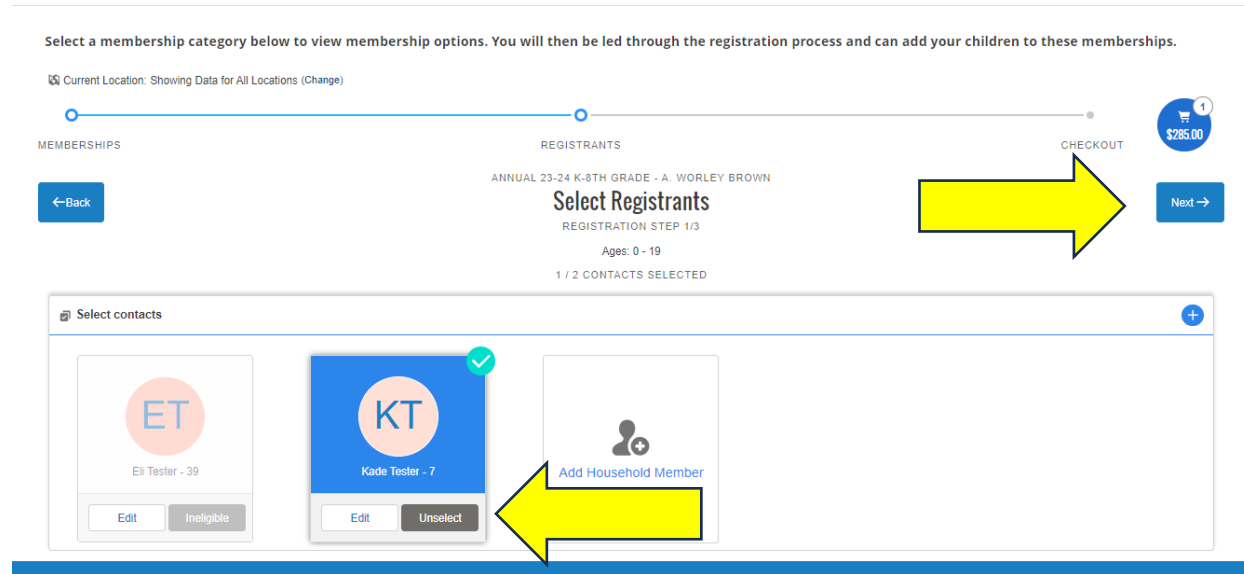


Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

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

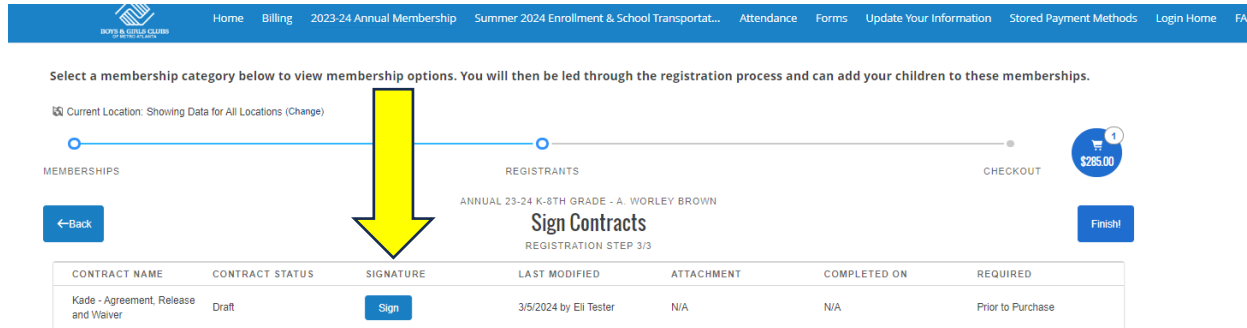


- Click Select under your child's name and Click Next.

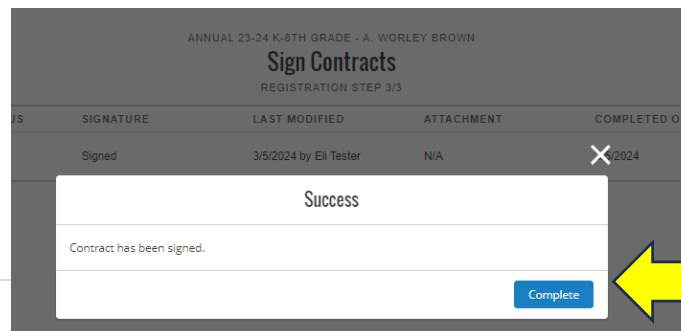
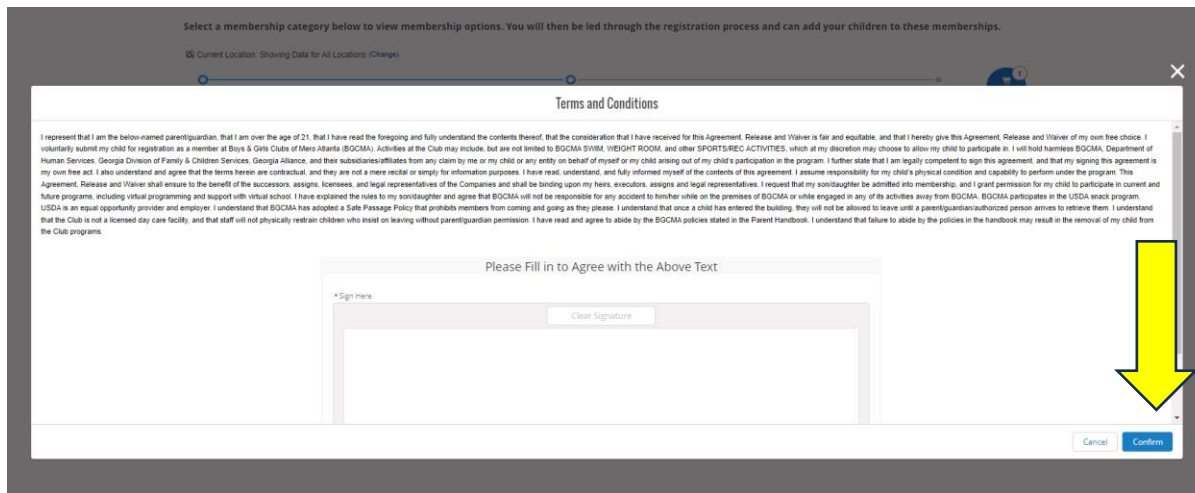


Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- Sign your child’s annual membership app at the screen below by Clicking Sign.



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





Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- Click Finish.

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)

MEMBERSHIPS REGISTRANTS CHECKOUT  \$285.00

← Back ANNUAL 23-24 K-8TH GRADE - A. WORLEY BROWN **Sign Contracts**  Finish!


REGISTRATION STEP 3/3


CONTRACT NAME	CONTRACT STATUS	SIGNATURE	LAST MODIFIED	ATTACHMENT	COMPLETED ON	REQUIRED
Kade - Agreement, Release and Waiver	Complete	Signed	3/5/2024 by Eli Tester	N/A	3/5/2024	N/A

- 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)

MEMBERSHIPS REGISTRANTS CHECKOUT  \$285.00

Back To Browse Now that you have completed the registration steps, you can add more members to a different Membership Type in the same Transaction.  Next

Immediate Charges

 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

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- 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.

Setup Payment

1 DUE NOW - DEFAULT ACTION REQUIRED

? This section has the amounts that are payable today for your purchase. The Make Payment button will allow you to enter your payment information or you can select from any active Stored Accounts that are available in your household.

Kade Tester - Annual 23-24 K-8th Grade - A. Worley Brown	\$285.00
Balance Total:	\$285.00

TOTAL DUE NOW

\$285.00

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

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.

Interested in translating to another language?
Using Google Chrome, right-click on this page and select "Translate to English." Then click on the three vertical dots, select "choose another language," select your language and click "done."
¿Le interesa traducir el contenido a otro idioma?
Desde Google Chrome, haga clic derecho en esta página y seleccione "Translate to English." Luego haga clic en los tres puntos verticales, seleccione "choose another language," seleccione su idioma y haga clic en "done."

My Details

Personal Email	Preferred Email	Mobile Phone
desha_01@yahoo.com	Personal	7069800000
Street	City	State
2000 Black Bear Street	Atlanta	GA
Zip Code	Do Not Update Other Household Addresses	
30039	false	

My Household

Avery Fake	Birthdate : 2015-11-11
David Fake	Birthdate : 2018-01-01

Register Online

- 2023-24 Annual Memberships
- Browse Summer 2024 Enrollment & School Transportation**

IMPORTANT: 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, DO NOT purchase another annual membership when enrolling for Summer 2024.

Please ensure you are selecting the correct Club and the correct Grade Cohort for the grade your child/teen is in during the 2023-24 School Year (i.e. K-8th grade OR High School).

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- 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.**

The screenshot shows the registration page for the Boys & Girls Clubs of the Southeast. The navigation bar includes links for Home, Billing, Membership, Transportation, Summer & Other Fees, Attendance, Forms, Update Your Information, Stored Payment Methods, Login Home, and FAQ. The main content area features a progress bar with steps: Register, Questions, Contracts, and Summary. A search bar is present, and a sidebar on the left allows for browsing by categories (Summer Memberships, Transportation) and programs (Summer 2024). The main table displays available programs, including Summer 2024 High School and Summer 2024 K-8th Grade, both at the A. Worley Brown location. A green banner indicates that up to 1 option can be enrolled for. A yellow arrow points to the 'Options' button for the selected program, and another yellow arrow points to the 'Enroll' button for the K-8th grade program.

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.

Current Location: A. Worley Brown (Change)

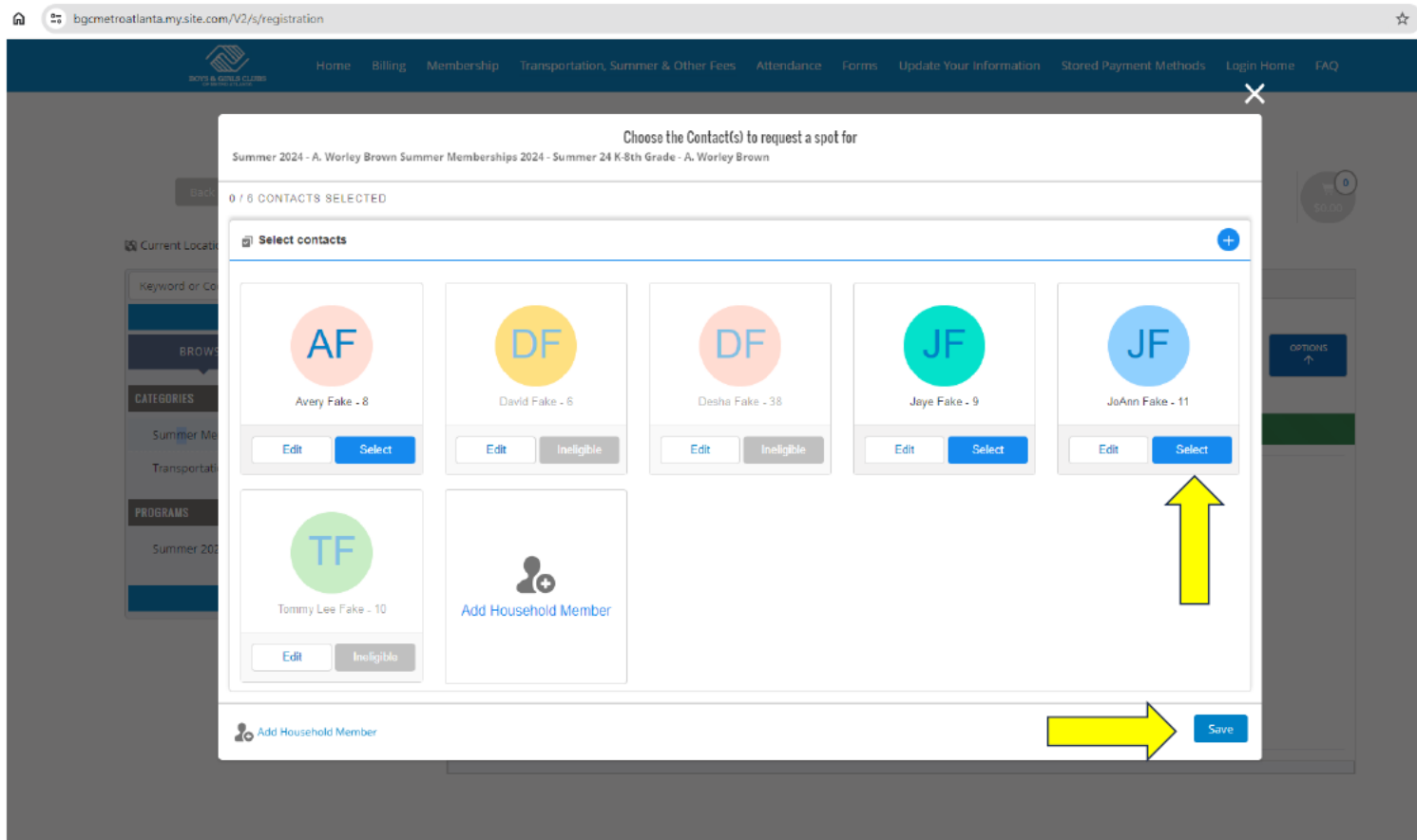
PROGRAM	COURSE	COURSE SESSION	START DATE	SESSION PRICE	OPTION PRICES
Summer 2024	Summer 2024	A. Worley Brown Summer Memberships 2024	May 31 '24	-	THE FEE YOU SEE IN CART IS NOT YOUR FINAL FEE. Final fee determined after income documentation review.

You can enroll in up to 1 options for Summer 2024 - A. Worley Brown Summer Memberships 2024

SUMMER 24 HIGH SCHOOL - A. WORLEY BROWN	SUMMER 24 K-8TH GRADE - A. WORLEY BROWN
May 31 '24 - Jul 14 '24 7:30 AM - 6:00 PM 50 spots remaining Location: A. Worley Brown	May 31 '24 - Jul 14 '24 7:30 AM - 6:00 PM 300 spots remaining Location: A. Worley Brown
THE FEE YOU SEE IN CART IS NOT YOUR FINAL FEE. Final fee determined after income documentation review.	THE FEE YOU SEE IN CART IS NOT YOUR FINAL FEE. Final fee determined after income documentation review.
ENROLL	ENROLL

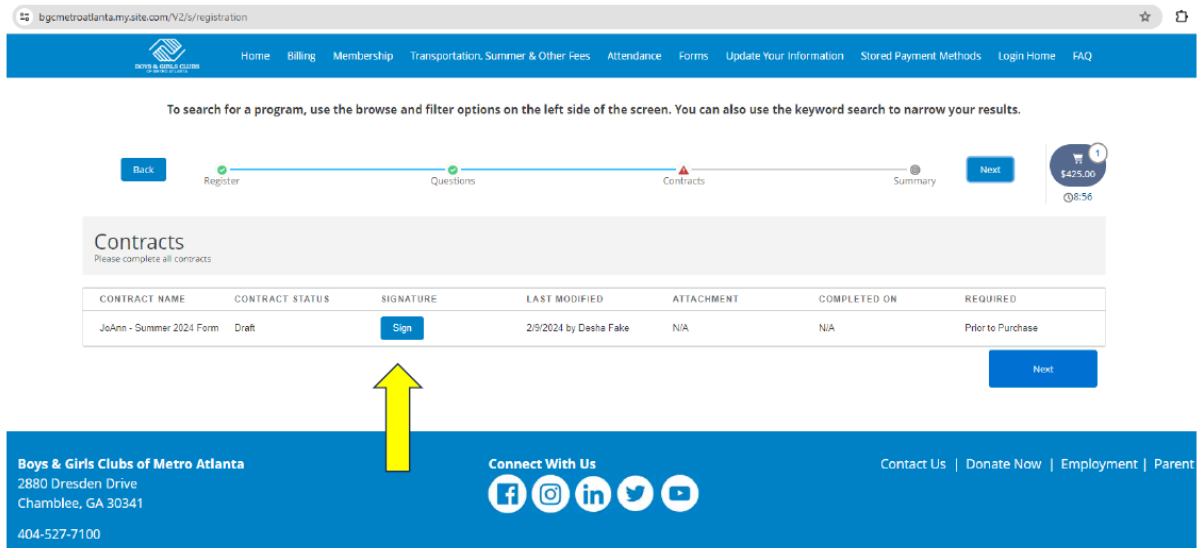
Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

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



Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

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

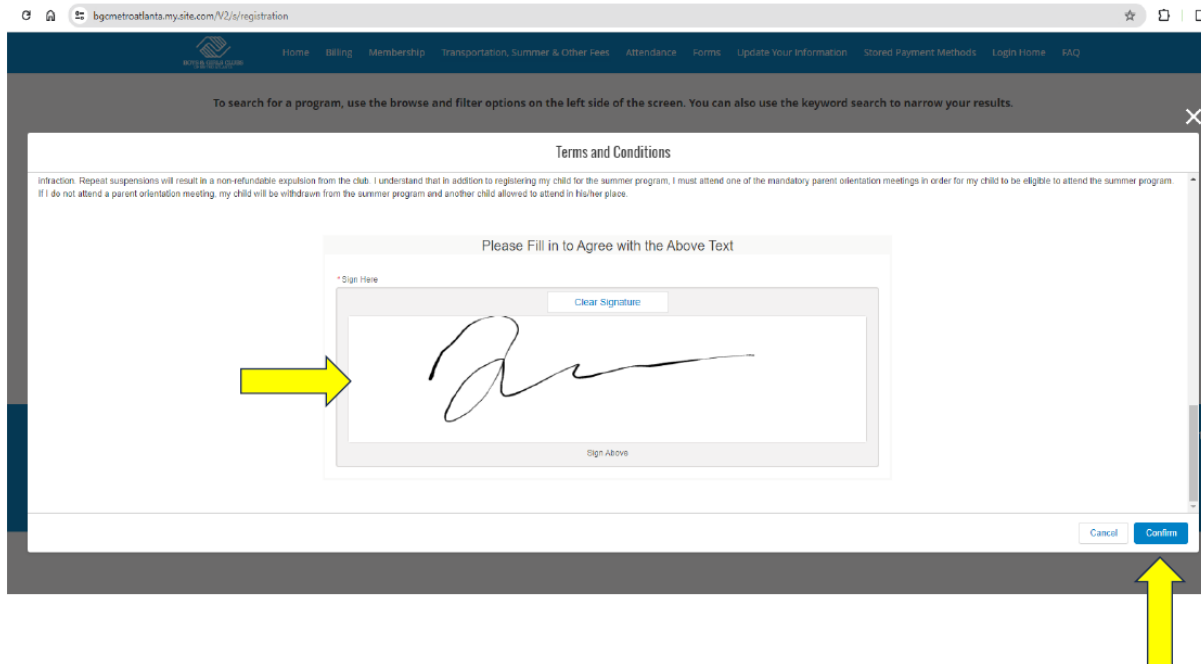


The screenshot shows a web browser at the URL bgmetroatlanta.my.site.com/N2/s/registration. The navigation bar includes links for Home, Billing, Membership, Transportation, Summer & Other Fees, Attendance, Forms, Update Your Information, Stored Payment Methods, Login Home, and FAQ. A progress bar at the top indicates the current step is 'Contracts', with 'Register' and 'Questions' completed, and 'Summary' and 'Next' pending. A shopping cart icon shows a total of \$425.00. The main content area is titled 'Contracts' and contains a table with the following data:

CONTRACT NAME	CONTRACT STATUS	SIGNATURE	LAST MODIFIED	ATTACHMENT	COMPLETED ON	REQUIRED
JoAnn - Summer 2024 Form	Draft	Sign	2/9/2024 by Desha Fake	N/A	N/A	Prior to Purchase

A yellow arrow points to the 'Sign' button in the table. The footer contains contact information for Boys & Girls Clubs of Metro Atlanta and social media links.

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



The screenshot shows a 'Terms and Conditions' dialog box overlaid on the registration page. The dialog contains the following text:

Terms and Conditions

Infraction. Repeat suspensions 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 to attend the summer program. If I do not attend a parent orientation meeting, my child will be withdrawn from the summer program and another child allowed to attend in his/her place.

Please Fill in to Agree with the Above Text

* Sign Here

Clear Signature

Sign Above

Cancel Confirm

A yellow arrow points to the signature field, and another yellow arrow points to the 'Confirm' button.

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- Click Complete.
- Click Next.

The screenshot shows the website interface for Boys & Girls Clubs of Metro Atlanta. The URL in the browser is bgcmetroatlanta.my.site.com/V2/s/registration. The navigation bar includes links for Home, Billing, Membership, Transportation, Summer & Other Fees, Attendance, Forms, Update Your Information, Stored Payment Methods, Login Home, and FAQ. A progress bar at the top indicates the current step is 'Contracts', with previous steps 'Register' and 'Questions' completed. A shopping cart icon shows a total of \$425.00 and a timer of 05:43. A 'Success' modal is displayed in the center, with the text 'Contract has been signed.' and a 'Complete' button. A yellow arrow points to the 'Complete' button. Another yellow arrow points to the 'Next' button located below the modal. The footer contains the organization's address (2880 Dresden Drive, Chamblee, GA 30341) and social media icons for Facebook, Instagram, LinkedIn, Twitter, and YouTube.

CONTRACT NAME	CONTRACT STATUS	SIGNATURE	LAST MODIFIED	ATTACHMENT	COMPLETED ON	REQUIRED
JoAnn - Summer 2024 Form	Complete				9/2024	N/A

Steps for youth/teens that have not enrolled for an annual membership for the 2023-24 session.

- **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.

