

## Ojibway Camp Registration Guidelines

**Step 1:** To register, please first go to the Ojibway Club website at:

[www.ojibwayclub.com](http://www.ojibwayclub.com)

**Step 2:** Scroll down and select the OJIBWAY CAMP icon under DISCOVER OJIBWAY. Next you will see a blue “REGISTER NOW” button, selecting it will send you to the Ojibway Camp ActiveWorks homepage.

**Step 3:**

--- If you are registering an MIT, select ‘VIEW’ for session ‘Summer 2018 --- MIT ONLY’ -

-- If you are registering an older camper, select ‘VIEW’ for session ‘Summer 2018’

**Step 4:** Filter by AGE or by SECTION

Example: I have 1 child that is a Rattler and 1 child that is a Hurricane and I want to register them in camp for weeks 5 and 8. Click the box on the left side of the screen under ‘SESSION TYPE’ that says ‘Hurricanes’. The page will reload. Click the box on the left side of the screen that says ‘Rattlers’. The page will reload. Then scroll down the page to find Week 5--- Rattlers. Click ‘ADD’. Find Week 5--- Hurricanes. Click ‘ADD’. Find Week 8--- Rattlers. Click ‘ADD’. Find Week 8--- Hurricanes. Click ‘ADD’.

*\*\*\* If you have more than one child in a specific section (for example, Rattlers) you can adjust the number of campers in the drop down option under your ‘Rattlers’ selection in your checkout cart.*

**Step 5:** Click ‘CONTINUE’ on the right side of the screen under the summary of the items in your cart

**Step 6:** Enter your email. (This email address is required by active.com and will create an account that you will be able to use in the future to access your child’s registration information)

**Step 7:** Enter your child/participant’s information. (If the session is full—for example if Week 5--- Hurricanes is at the 25 camper limit, you will need to enter your child’s

information to be put onto a waitlist. You will be contacted if a spot frees up for your child.) After you have entered a child's information once, you can select 'copy data from', choose the specific child for that session and their information that was previously entered will be automatically entered.

**Step 8:** Registration Forms: Please enter your member number and email address.

--- Does your child have allergies? Do they carry an epi---pen? **Please provide SPECIFIC details.**

--- Will your child participate in lunch program? Which weeks?

--- Will your child be attending sports awards? In which month?

**\*\*REPEAT THIS STEP FOR EACH CHILD**

**Step 9:** Enter the child's primary parent/guardian information. Please enter a second parent/guardian's information by clicking 'Add another parent'. While your child is registered at Camp Ojibway, at least ONE of these contacts must be present in Pointe au Baril and be available in the event of an emergency.

**Step 10:** Please read and review the OJIBWAY CAMP WAIVER, Photo Release, and Active Agreement and Waiver. Check the box under if you agree with the waivers. Please enter your electronic signature.

**Step 11:** Review your order. You need to create a password for Active.com. This will allow you to sign back in to the website using the email you entered at the beginning so you can review your registration information at a later date and all your information will be saved.

**Step 12:** To 'Check Out' please provide your credit card information. Once you are finished inputting your information click 'Complete'. You will be sent an email reviewing your order.

Thank you for registering!