

Online Program Registration Guide

Steps to Online Registration

1. If this is your first experience with online registration, look above the Select Branches/Sites box for the "New to online registration?" and click the "Start Here" button.

The screenshot displays the Greater Joliet Area YMCA website. At the top, there is a navigation menu with links for Home, Branches, Membership, Programs, Support The Y, and Forms & Schedules. Below the navigation is a yellow banner with the YMCA logo and the text "Greater Joliet Area YMCA" and "C.W. Avery Family, Central City, Galowich Family, Morris Family, Smith Family YMCAs". A red banner below the yellow one contains the text "JOIN THE YMCA" and "PROGRAM REGISTRATION".

In the center of the page, there is a section titled "New to online registration?" with two buttons: "START HERE" (with a play icon) and "SIGN IN" (with a key icon). Below this is a box titled "Select Branches/Sites" which contains the text "Currently Showing: 6 Branches 44 Sites" and two "view" links.

Below the "Select Branches/Sites" box is a section titled "Program Tags" with a grid of links and counts:

Ages 0-5 (6)	Ages 50+ (20)	Sports - Preschool/Kindergarten (6)
Ages 06-10 (17)	Camp - Day Camps (11)	Sports - Youth/Teen (6)
Ages 11-17 (6)	Health & Wellness - Adult Fitness (22)	
Ages 18+ (22)	Sports - Leagues (6)	

At the bottom of the page, there is a red footer containing a Google Site Search box, a "Search" button, and the text "Our Mission: To put Christian principles into practice by developing relationships with all persons and providing programs that build healthy spirit, mind, and body." A copyright notice "© Copyright 2008 - All rights reserved" is also visible.

2. After you click the "Start Here" button, a pop-up box like the one below will appear. Determine if you are in our system. You are likely already in our database if:

- You are a current YMCA member
- You have contributed to the Annual Giving Campaign
- You have registered for or participated in a program at a branch

3. Search for your account by filling in the indicated fields. The system is highly sensitive and all data fields must return a 100% match to access your account.

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The main content area features a "New to online registration?" section with "START HERE" and "SIGN IN" buttons. Below this is a "Select Branches/Sites" section showing "Currently Showing: 6 Branches 44 Sites" with "view" links. A "Find Account" modal window is open, titled "Find Account" with a close button (X). The modal contains the following fields:

- Enter search information**
- Last Name*: or Member ID*:
- Birth Date*:
- ZIP Code*:

At the bottom of the modal are "Find Me" and "Close" buttons. The background of the website shows a "Program T" section with links for "Ages 0-5 (6)", "Ages 06-10 (1)", "Ages 11-17 (1)", and "Ages 18+ (22)".

At the bottom of the page, there is a Google Site Search bar with a "Search" button and a mission statement: "Our Mission: To put Christian principles into practice by developing relational all persons and providing programs that build healthy spirit, mind, and body."

Important Note:

If anything is not exact in your account there could be an issue with data entry, your account may need to be updated, a field could be missing, etc. Please contact your YMCA branch for assistance at 815-SAY-YMCA or you may email info@jolietyymca.org.

4. If you locate your record in the database you will be prompted to Create Your Online Account. Your email account and password will be used in the future to register for any of our YMCA programs available for online registration. (Skip to step 7)

The screenshot displays the Greater Joliet Area YMCA website. The top navigation bar includes links for Home, Branches, Membership, Programs, Support The Y, Forms & Schedules, and About Us. The main header features the YMCA logo and the text "Greater Joliet Area YMCA" with a subtitle "C.W. Avery Family, Central City, Galowich Family, Morris Family, Smith Family YMCAs". Below this is a red banner with "JOIN THE YMCA" and "PROGRAM REGISTRATION".

The user is logged in as "Jose Medina" and is viewing a "Select Branches/Sites" page. A "Find Account" pop-up window is open, displaying a welcome message and instructions for creating an online account. The pop-up includes a "Note" about password requirements and three input fields for "E-mail Address", "Password", and "Confirm". There are "Create Account" and "Close" buttons at the bottom of the pop-up.

The background page shows a "Program T" section with a list of programs and their counts, such as "Ages 0-5 (7)", "Ages 06-10 (9)", "Ages 11-17 (1)", "Ages 18+ (27)", "Ages 50+ (2)", "Aquatics - JET Team (3)", "Aquatics - S Events (27)", "Aquatics - Sw Lessons (107)", "Aquatics - W Fitness (26)", "ten (64)", and "en (87)".

At the bottom of the page, there is a "Google Site Search" box, a "Search" button, and the mission statement: "Our Mission: To put Christian principles into practice by developing relationships among all persons and providing programs that build healthy spirit, mind, and body." The footer includes the copyright notice "© 2010 Greater Joliet Area YMCA", a "Contact Us" button, and logos for "ACTIVATE AMERICA", "YMCA Character Development", and "United Way United Way of Will County".

5. If you don't find yourself then you will proceed to "Create a new account". Which will allow you to enter all of your information in a screen that looks like this.

The screenshot displays the Greater Joliet Area YMCA website's program registration page. At the top, a green navigation bar includes links for Home, Branches, Membership, Programs, Support The Y, Forms & Schedules, and About Us. Below this is a yellow header with the YMCA logo and the text "Greater Joliet Area YMCA" and "C.W. Avery Family, Central City, Galowich Family, Morris Family, Smith Family YMCAs". A red banner below the header contains "JOIN THE YMCA" and "PROGRAM REGISTRATION".

The main content area features a grey box with the text "New to online registration?" and two buttons: "START HERE" and "SIGN IN". Below this is a "Select Branches/Sites" section showing "Currently Showing: 6 Branches" and "44 Sites" with "view" links. A "Programs" section is partially visible on the left, listing age groups: "Ages 0-5 (6)", "Ages 06-10 (1)", "Ages 11-17 (1)", and "Ages 18+ (22)".

A "Find Account" modal window is open in the center, displaying the message: "We could not locate your account based on the information provided." Below the message are two buttons: "Create a new account" (with a person icon) and "Try Again" (with a back arrow icon). A "Close" button is located at the bottom of the modal.

At the bottom of the page, a red footer contains a "Google Site Search" box with a "Search" button and the text: "Our Mission: To put Christian principles into practice by developing relationships among all persons and providing programs that build healthy spirit, mind, and body."

6. Create a new account through a screen like the one below. DO NOT use ALL CAPS to set up your account.

IMPORTANT NOTE: YOUTH REGISTRATIONS When registering a child for a program please add the adult responsible for the registration first. This will allow better access to Emergency Contact Information.

Create a New Account

Please enter your personal and contact information.

* indicates a required field

Your Information			
Member Info			
Member Name*	First Name	Middle Name	Last Name
Birthdate*			
Gender*	Unspecified		
Race	-- Select Race --		
Marital Status	Unspecified		
Contact Info			
Home Address*			Address Line 1
			Address Line 2
			City
	-- Select State --		State / ZIP Code
Home Phone*	()		
Cell/Other Phone	()		
E-Mail			
Relation to Primary?	-- Select Below --		
Employer			
Emergency Contact	First Name	Last Name	
Emergency Phone	()		
Relation to Emergency Contact?	-- Select Below --		
Password		Retype Password	
Member Engagement			
How did you hear about the YMCA?	-- Select Below --		
Areas of Interest	<input type="checkbox"/> Aquatics Programs	<input type="checkbox"/> Youth and Adult Sports Programs	<input type="checkbox"/> Before and After School Programs
	<input type="checkbox"/> Health and Wellness Programs	<input type="checkbox"/> Preschool Programs	<input type="checkbox"/> Day Camp
	<input type="checkbox"/> Youth Programs	<input type="checkbox"/> Teen Programs	<input type="checkbox"/> Swim Team
	<input type="checkbox"/> Aquatics Programs	<input type="checkbox"/> Teen Programs	<input type="checkbox"/> Building & Grounds Assistance
	<input type="checkbox"/> Health and Wellness	<input type="checkbox"/> Before and After School	<input type="checkbox"/> Clerical

7. You will see a page with “Program Tags”.. These are categories of all of our programs available for online registration. From here you can also narrow your search by selecting the branch of your choice and selecting the key words that match the program of your choice.

[Home](#)
[Branches](#)
[Membership](#)
[Programs](#)
[Support The Y](#)
[Forms & Schedules](#)
[About Us](#)

Greater Joliet Area YMCA

C.W. Avery Family, Central City, Galowich Family, Morris Family, Smith Family YMCAs

[JOIN THE YMCA](#)
[PROGRAM REGISTRATION](#)

Welcome, Jose Medina! [\[Sign Out\]](#)

Select Branches/Sites

Currently Showing: **6 Branches** [view](#)
 44 Sites [view](#)

Program Tags

Ages 0-5 (756)	Before & After School - Kidz Zone (150)	Private Lessons (41)
Ages 06-10 (989)	Camp - Day Camps (271)	Quick Tags (4)
Ages 11-17 (1067)	Camp - Preschool/Kindergarten Camps (25)	Sports - Adult (9)
Ages 18+ (278)	Camp - Sports Camps (49)	Sports - Camps (49)
Ages 50+ (217)	Health & Wellness - Adult Fitness (194)	Sports - Leagues (7)
Aquatics - JETs Y Swim Team (3)	Health & Wellness - Preschool/Kindergarten Fitness (11)	Sports - Preschool/Kindergarten (64)
Aquatics - Special Events (27)	Health & Wellness - Youth/Teen Fitness (29)	Sports - Youth/Teen (87)
Aquatics - Swim Lessons (1075)	Music Arts & Movement - Preschool/Kindergarten (76)	
Aquatics - Water Fitness (26)	Music Arts & Movement - Youth/Teen (38)	

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Our Mission: To put Christian principles into practice by developing relationships among all persons and providing programs that build healthy spirit, mind, and body.

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8. Carefully select the time segment that best suits your needs from a screen like the one below. Most programs require payment at the time of registration; Visa, MasterCard or Discover are accepted.

The screenshot displays the Greater Joliet Area YMCA website interface. At the top, a green navigation bar includes links for Home, Branches, Membership, Programs, Support The Y, Forms & Schedules, and About Us. Below this is a yellow header with the YMCA logo and the text "Greater Joliet Area YMCA" and "C.W. Avery Family, Central City, Galowich Family, Morris Family, Smith Family YMCAs". A red banner below the header contains "JOIN THE YMCA" and "PROGRAM REGISTRATION".

The main content area features a welcome message: "Welcome, Jose Medina! [Sign Out]". A blue arrow points to a "Return to Program List" link. To the right, a box titled "Select Branches/Sites" shows "Currently Showing: 6 Branches 44 Sites" with "view" links for each. A "Register" button is located below this box.

A search section titled "Narrow Search by Additional Tags : Ages 18+ ADD TAG" shows a "Session Count: 278". Below this are filter tabs for "Program", "Session", "Branch/Site", "Days-Time", "Date Range", "Fee Range", and "Availability". The "Program" tab is active, displaying a list of programs with expandable options:

- Adult - Body Composition Testing
- Adult - Cardio Interval
 - Thu 6:00-6:45 PM 07/15/10 - 08/12/10 \$0.00 - \$40.00 Open View Details
 - Galowich Family YMCA - Houbolt Rd., Joliet Thurs. 6:00 PM - 6:45 PM
- Adult - Cardiovascular Endurance Testing and Prescription
- Adult - Fitness Assessments
- Adult - FitStart & Fitness Orientation
- Adult - Group Cycling

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