

# BEFORE AND AFTER SCHOOL ENRICHMENT (BASE)

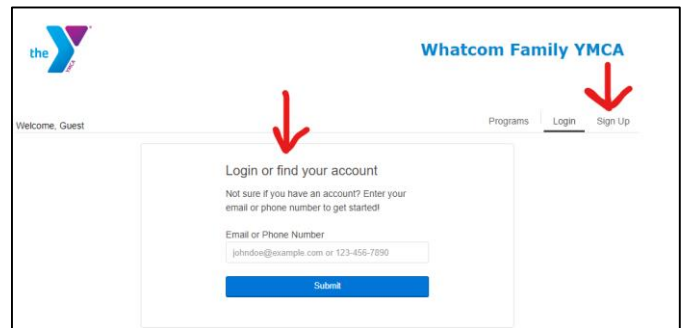
## Registration Process

1. Register on Whatcom Family YMCA website
2. Make payment (pay fees or provide DSHS authorization)
3. Fill out digital emergency form on CampDoc (emailed after registration is complete)

## Registration Instructions

Set up online account for YMCA program registration – [ACCOUNT ACCESS](#)

1. **Login or Find your account** – use this method if your child has ever done anything with the YMCA previously
2. **SIGN UP** – use this option if you have never been a member of the YMCA;
  - a. Select the Community Member membership level in order to create your account for the first time and access programs



## Information/Fees Needed at time of Registration

1. Annual registration fee of \$75 for all children in the same family (not household) due at the time of registration. Online registration requires all fees paid at the time of registration. Those families currently using a third party subsidy (i.e. DSHS, DCYF, etc.) are encouraged to call Victoria at (360) 255-0585 to register over the phone.
2. Any prior balances for other programs must be paid by June 1st, or be paid at time of registration, according to financial policies in the parent handbook.

## Information Needed After Registration but Prior to First Day of Care

1. Emergency contact information for at least 2 people that are not a parent or guardian.
2. Medical insurance information.
3. Address and phone number for physician and dentist of choice in case of emergency.
4. Immunizations records MUST be uploaded online to child's CampDoc account.
5. Are there any special accommodations, medications or medical conditions? Please contact Program Director before registering (360) 255-0532.
6. Will you be applying for financial aid? if so, you will need your proof of income. Registration fee is still required.

**Youth Membership is included with BASE enrollment.**

**[YMCA Financial Assistance](#) is available for all YMCA programs based on financial need.**

**For assistance with registration please call (360) 255-0585.**