



REGISTRATION INSTRUCTIONS

Step 1

Click on “Register Now” button in the top right corner of the [website \(www.summeratpotomac.org\)](http://www.summeratpotomac.org).

TRANSPORTATION

LUNCH

ELITE CAMPS

Register Now



Step 2 - Account Login

Returning Families: Log into your existing account to begin registration. Be sure to update all information.

New Families: Create a new account. If you have previously participated in other programs run by Auxiliary Programs (i.e.: ETC classes, extended day, trips, etc.) please log into that existing account.

The screenshot shows two side-by-side form panels. The left panel is titled "Sign-In" and contains an "Email" input field, a "Password" input field with a visibility toggle icon, a "Login" button, and a "Reset password" link. The right panel is titled "New User Sign-Up" and contains "First Name" and "Last Name" input fields, "Email" and "Password" input fields with a visibility toggle icon, and a "Create Account" button. Below the "Create Account" button is a small text note: "By clicking the button, you agree to our [Terms](#) and [Privacy Policy](#)".

Step 3

Read information and click continue. Be sure to have your [transportation](#) selections ready!

The screenshot shows a registration confirmation page titled "Registration for 2024 Summer Camp" with a "Home" button in the top right. The main content area says "Welcome to Summer@Potomac!" and "We are excited to have you join us for a fun filled summer!". Below this, it states: "Families will need to select arrival and departure methods to complete their registration. Our free bus service is open to all campers participating in programs that run from 9:00 am-3:00 pm. All bus stops can be found on our [Transportation](#) page." A note in orange text says: "Summer@Potomac will be closed on June 19, and July 4 and 5 in observance of federal holidays." At the bottom right, there is a "Continue →" button circled in red.



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Step 4 - Selecting Campers for Registration

Select returning campers name to register and/or add a new camper. Fill out requested information and press continue.

Whitney Ennis
 Marlowe Ennis
 Ellie Ennis

Date of Birth

Month * February Day * 1 Year * 2018

Select the grade your camper will be attending in Fall 2024

Select... *

+ Add a child

Previous

Continue →

Cart Summary

Ellie Ennis x

Step 5 - Selecting Sessions for Campers

To add a camp click on the week or or session you'd like to enroll your first camper.

Select Sessions for Ellie

Q Search by name... Expand all

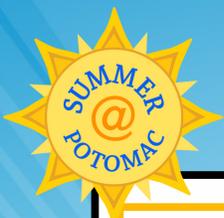
Summer 2024

Week 1: June 17 - 21 (closed June 19) 40.00

June 17 - 21, 2024 | Show Details

Week 1 Swim

June 17 - 21, 2024 | Show Details



REGISTRATION INSTRUCTIONS

Step 5 - Selecting Sessions for Campers (continued)

Add a Week or Session by clicking on the green cart.

Week 1: June 17 - 21 (closed June 19) **40.00**

June 17 - 21, 2024 | [Hide Details](#)

Please click the green cart to select the program and transportation method for your camper for this week.

- Families must choose both an arrival and departure option to move forward.
- Registration for the extended hours programs, Potomac Plus AM and PM, can be found under transportation for this session.

Lunch may be added for this week by scrolling to the bottom of the page.

 **Add to cart**

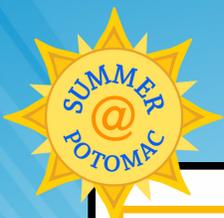
Session Options
(Please add this session to your cart before adding options)

Week 1: June 17 -21 (closed June 19)

Step 5 - Selecting Sessions for Campers (continued)

Add a program by clicking on the green cart on the left.

Week 1: June 17 -21 (closed June 19)		
Up to 1 item allowed. * 0 items in cart.		
Mickey's Fairytale Adventures using LEGO®	525.00	
Little Shoppers: SPARK Business Academy	525.00	
Fiber Arts: The Handwork Studio	575.00	
Robot Rumble: The Handwork Studio	575.00	
Girl Power Sports and Leadership Camp	450.00	



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Step 5 - Selecting Sessions for Campers (transportation option) (continued)

Scroll down to select arrival and dismissal method, including Potomac Plus AM and/or PM. Carpool is only available for rising kindergartners and their siblings.

Transportation: Arrival

1 item required. * 0 items in cart.

Walk/Bike



Kindergarten Carpool



Potomac Plus AM

100.00



AM Northeast DC - Ebenezer's
Coffeehouse - 201 F St NE



AM Northwest DC - CVS- 4859 MacArthur
Blvd NW



Step 5 - Selecting Sessions for Campers (continued)

Repeat the steps listed above to add additional weeks, sessions, swim lessons and lunch. Once you are finished adding camps for all the weeks, click continue at the bottom of the screen.

<p>Session 2: July 15 - August 2 100.00</p> <p>July 15 - August 2, 2024 Show Details</p> <hr/> <p>Lunch</p> <p>June 17 - August 2, 2024 Show Details</p>	<p>School - 301 N Carolina Ave SE</p> <ul style="list-style-type: none"> PM Falls Church ✕ - 24th St. & N Sycamore St. <p>+ Enter a Discount Code</p> <hr/> <p>Subtotal 665.00</p> <p>Taxes -</p> <p>Total 665.00</p>
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Previous
Continue →



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Step 6 - Required Forms

Complete all household, camper and medical information for each camper and click continue.

Complete Required Forms

Forms marked with an asterisk(*) are mandatory.

Household Form* Completed View Form

Ellie

Medical Form* Open Form

Camper Information* Open Form

Cart Summary

Ellie Ennis
Summer 2024

Week 1: June 17 - 21 (closed June 19)	40.00
▪ Girl Power Sports and Leadership Camp	450.00
▪ AM Northeast DC - Ebenezer's Coffeehouse - 201 F St NE	
▪ PM Arlington - Military Rd. & 26th St. N	

+ Enter a Discount Code

Subtotal	490.00
Taxes	-
Total	490.00

Previous Continue ->

Step 7 - Payment Option

Select payment option and process payment. Press submit on the bottom right corner.

Payment Option

▪ Pay \$ 190.00 registration fees and deposits now, and pay 300.00 balance on April 24.

Date	Amount
Today	190.00
Apr 24, 2024	300.00

Payment Method

▪ Credit Card

Credit card details

Cardholder Name

Card Number Expiry (MM/YY) CVV

Street Address City Zip/Postal Code

Use this card

Return to Payment Options

Previous Submit ->

Your registration is now complete!