

Tips & Tricks for Farm Camp Registration 2025

REGISTRATION OPENS ON TUESDAY, DEC. 10th AT 10:00 AM

General Tips and Tricks:

- A link will go live on our website and be emailed to families who are already in our camp system at 10:00am on Tuesday, Dec. 10th.
 - To save time on registration day, re-set your password and check your login details OR fill out an Inquiry Form (if you don't already have an account) BEFORE registration opens. See instructions below for New and Returning users.
- 2. Use a computer or large tablet, if possible, not a phone.
- 3. Use a browser other than Safari we've found Chrome and Firefox work well.
- 4. Make sure you have a reliable WiFi connection.
- 5. Have the debit/credit card or eCheck account you are going to use to pay for the deposit on hand.
 - a. A \$10 registration fee per child is required upon enrollment. This fee cover's increasing backend costs and does NOT go towards your total tuition. This is new for 2025.
 - b. You will not be charged for waitlisted weeks.
 - c. For Returning Users, see page 3 for information on how to update your financial information within your account.
- 6. Know the weeks you would like to sign up for beforehand and have a few back up weeks as well.
 - a. Look at the 2025 Farm Camp schedule to note preferred camp weeks on our <u>website</u>.
 - b. If you are coordinating with Farm Camp friends, get in touch with them before registration opens to coordinate weeks and back up weeks. Formal "Buddy Requests" will be made after initial registration.
 - c. If you have to cancel or change the weeks on registration day, your chances of getting into your ideal week are lowered.
- Instructions that appear will say you must be a legal guardian to fill out the application. Wolfe's Neck Center does not require this, but you still MUST select "I am a legal guardian" EVEN IF YOU ARE NOT, for the system to process your registration.

- a. Have the contact information for the child's legal guardian available so you can add them later in the registration form.
- 8. Start with your youngest camper as those age groups typically fill up quicker than others.
 - a. If your youngest camper is a first-time farm-camper, you will have to click "Add Another Child" and fill out their information during registration.
- 9. If you registered for Farm Camp last year, the registration form will be quite similar: Once you have registered you will be automatically enrolled. Or automatically waitlisted based on the remaining spots in your camper's age group for selected weeks.
- 10. If you have registration or any other camp-related questions, please contact our office at

educationadmin@wolfesneck.org or 207-865-4469 ext. 101.

NEW USERS Instructions:

- 1. Click on this <u>CampInTouch link</u> for the "Inquiry Form" and fill out the information accordingly.
- 2. If you have more than one child who might attend Farm Camp, click "Add another child" toward the bottom of the form.
- 3. You will still have to create a log-in password on the day of registration, but this inquiry form will put your family in our system to receive the most up-to-date information leading up to December 10th.

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RETURNING USERS Log-In Instructions:

It is recommended to check your login information BEFORE the day of registration to avoid any login troubles on the day of.

- 1. If you have forgotten your CampInTouch Login from last year use <u>this link</u> to reset/retrieve your password before the day of registration.
- 2. On the day of registration, all registrants will use the same link, which takes you to a page for creating a new log-in. RETURNING USERS should fill out the 'new' applicant page with the SAME EMAIL you used last year, and CampInTouch will find your already-existing account. A pop-up will appear prompting you to enter your already-existing password from last year.
 - 3. If you forgot your password, click "email a reset account invitation".

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RETURNING USERS Payment Information:

It is recommended that you make sure your payment information saved on file in CampInTouch is up to date BEFORE the day or registration.

- 1. Login to your <u>CampInTouch</u> account.
- 2. Under your *My Account* home page where you will see a section titled *Your Family*. Under that section, click on *Financial Management*.
- 3. Once in *Financial Management*, under "Payment Information", make sure your card or eCheck you wish to use on the day of registration is up to date by clicking the edit button next to card or eCheck.
- 4. If you wish to use a different card or eCheck, click Add a debit/credit card or Add an eCheck Account