



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

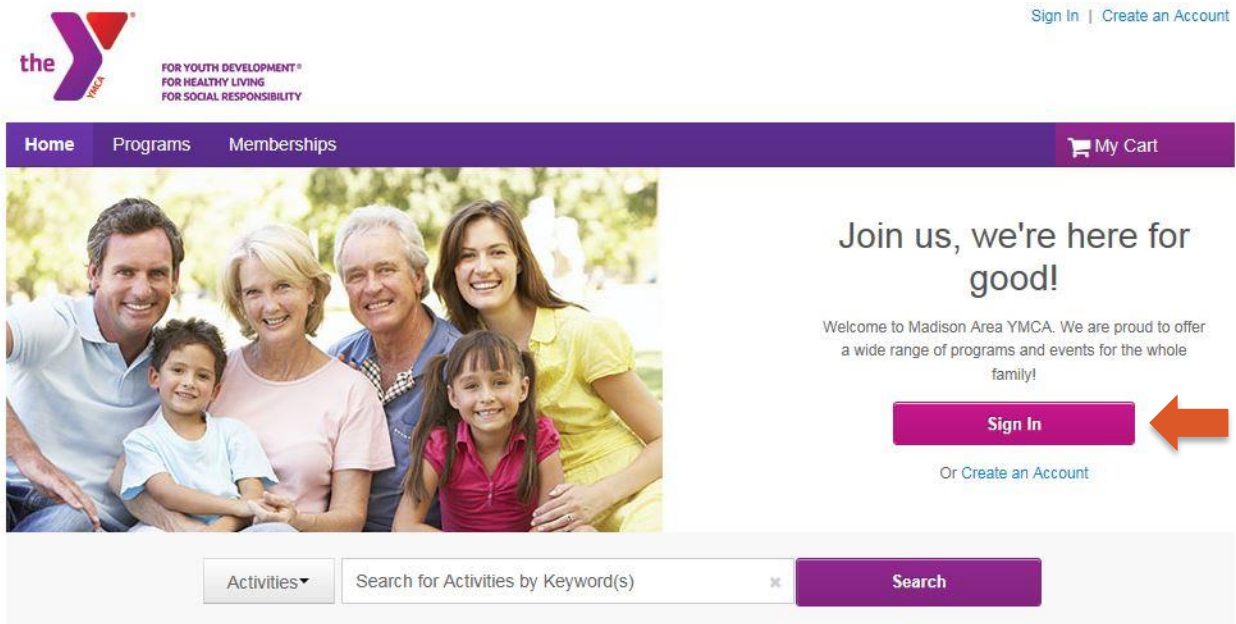
PREPARING YOUR ACCOUNT FOR PRIORITY REGISTRATION

Priority Registration for the 2019–2020 school year at the Greater Bergen YMCA a branch of the Metropolitan YMCA of the Oranges, will begin May 13 at 6am.

To ensure a smooth process for you and your family, please follow these steps to confirm your information and prepare for registration day. Your online account will be available for activation and preparation starting May 6.

STEP ONE

After you have activated your account, log in to our online account management and registration site - activenet.active.com/metroymcas.






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STEP TWO


Verify your family's address and personal information.

- **Account Activity**
 - Family Member's Schedule
 - Manage Wish List
 - List Account Credits
 - Historical Transaction List
 - Financial Assistance History
 - Your Gift Cards
 - Tax and FSA Receipts
 - Waivers
 - Saved Credit Cards / Electronic Checks
- **Account Settings**
 - Change Your Password
 - Change Account Address or Personal Information 
 - Change Information about Family / Friends
- **Payment Details**
 - Pay on Account
 - List of Account Payments
 - View Account Payment Details
 - Change Auto-Charge Payments
- **Online Services**
 - Register for Activities
 - View Your Shopping Cart
 - Logoff

STEP THREE

Add the credit card, debit card, or checking account information you would like to use for your child's initial payment and annual tuition payment plan installments as a saved payment method for faster checkout.

Please note: Credit cards and debit cards must have a valid expiration date through the last month of your payment plan. Cards being used for School Age care for the 2019-2020 season will need to expire June 2020 or later. If you do not have a card that is valid through at least June 2020, please use your checking account as your method of payment.

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STEP FOUR

Take a sneak peek at what our new registration process will look like! Some programs will have children's registrations by grade and some will not. We've created two sample programs for you to try. We encourage families to do a practice registration in both sample programs to get comfortable with both possibilities.

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REGISTERING A NEW SIBLING?

If you will be registering a sibling who is not an active member and/or not enrolled in a current After School program, please contact Online Support between May 1 and May 9, so we can make sure your child is on your account. Online Support can be reached at 973-758-YMCA (9622) or onlinesupport@metroymcas.org and will be available to assist you Monday through Friday from 10am to 5pm.

QUESTIONS?

If you have questions about your online account, contact Online Support at 973-758-YMCA (9622) or onlinesupport@metroymcas.org. We'll be happy to help. Online Support is available Monday through Friday from 10am to 5pm. On the day Priority Registration opens, Online Support will be available from the start of registration until 5pm.

