



### How to Register for Cub Scout Camps

- 1) From our website camp page of your choice you can click register, or from our online calendar you can click the session and camp you wish to register for, which will take you to a registration page.
- 2) Some camps have session and others are one time camps. If you are registering for one with sessions, choose the session and click register. If it is a one time camp, click on register.
- 3) If this is your first time registering online, create a New User Profile and create an account. We suggest that your username and password pertain to your unit if you are registering more than just your family. This way the next person doing the registration can use the same log in. If you or your unit already has an account, Log In.
- 4) If you already have an account, there should be a list of Scouts and Scouters on the left side of the screen. If so, click on their names and they will be added to the registration. You will need to add all new Scouts and leaders.

If you do not have an account, click on Add New Participant and add each person attending. Some camps have forms attached to them. They will appear next to their names. Click on the form and fill it out.

When done, click Continue.

- 5) Once you are done registering everyone, click on Checkout and make sure the name and billing address is correct. Select either pay by credit card or e-check and fill in the information. Click Make a Payment.
- 6) If you are applying for a Campership, please wait to register after you receive the Campership confirmation by April 15<sup>th</sup>. Units that have Popcorn Cash amounts will have them mailed to the Unit Leader in advance.

For help, please contact our help desk at [PTAC.Camping@Scouting.org](mailto:PTAC.Camping@Scouting.org) or 630-796-4260.

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