

New Sign-In Procedure (After School)

Hello, participants!

We have our new card system for check-ins at the Dare County Youth Center in Kill Devil Hills. But **FIRST**, we need everyone to create an account and register for the After School Program. We will then begin issuing cards for everyone. There will be kiosks located at the front desk for you to sign in and out with.

The following is a step-by-step guide to registering yourself online.

1. Go to <https://dcpr.recdesk.com/Community/Home>.
2. Click on MEMBERSHIPS.
3. Locate "Family Recreation Park Youth Center - After School."
4. Click on Enroll Now (It is a green button).
5. Complete Registration.
6. Sign in or click on Create New Account.
7. Beside membership name select: Family Recreation Park Youth Center - After School.
8. For Fee Type select: No Fee (Resident) - \$0.00
9. Select the Member (if more than 1 member is listed, select one at a time).
10. Hit Save.
11. From the Shopping Cart window, you may Enroll another HOUSEHOLD MEMBER or Go To Checkout to complete the registration process.
12. Accept the waiver on the next screen.
13. Complete the Required Forms on the next screen and click on "I Have Completed All Forms" at the bottom.
14. Hit Continue.
15. You're now registered!

Please let us know if you have any questions.

Thank you, and please share with everyone that plays as they may not be included on this email chain!