Colonels Camp Registration

Registration and payment for Colonels Camp will be done online.

Online Registration:

1. To register online, visit **mycampusrec.eku.edu**
2. In the top right corner, click "**Log In**".
   a. If you are an EKU Student, Faculty or Staff member, you will click the **"EKU Login"** button.
   b. If you are not any of the above three categories, but a member of the Student Recreation Center, you will click the "**Local**" button.
   c. If you have never been a member of the Student Recreation Center, you will click "Sign Up" to create an account.
3. Once logged in successfully, scroll down and click on the "**Youth Programs**" icon.
4. Under "Semesters", you will need to choose "**Summer 2024**".
5. On the next screen, two pricing options will appear:
   a. **Colonels Camp 2024 (Non SRC Member)**
   b. **Colonels Camp 2024 (SRC Member**)
6. After selecting a pricing option, the next screen will display "**Program Details**" and "**Program Offerings**".
   a. This screen provides an overview of Colonels Camp as well as the different weeks offered.
7. Scroll down to the week you are wanting to register for and click the "**Register**" box.
8. The next screen will ask "**Which family member would you like to register?**". You will click the "**Register**" button to the right of your name.
9. The Colonels Camp Waiver will be displayed on the next screen. Feel free to read through the waiver, making sure to sign the 2 grey boxes. You will need to click each box first and then sign using your mouse. Click "**Save**" after signing each time.
   a. Once both boxes are signed, you will click "**Sign Now**" at the bottom of the screen.
10. Next, you will be asked to provide "**Emergency Contacts**" and "**Authorized Pickup People**". To add an individual either, click the "**Add A New…**" box under the section. Please add as many individuals to either section as you would like.
    a. Please note that only individuals that have been added as "**Authorized Pickup People**" will be able to pick up your child(ren) from Colonels Camp.
    b. Once complete, click the "**Continue**" box.
11. On the next screen, you will be asked to provide the following information:
    a. Child(ren) Name, Age and Most Recent Grade Completed
    b. T-Shirt Size
    c. Medical Information
    d. Medication
    e. Allergies

     f.   If any of the information does not relate to your child(ren), please type "**N/A**" in the box

     g.   Once complete, click the "**Add To Cart**" button.

12. The next screen will display a list of "**Optional Add-Ons**". Below is a brief description of each add-on:

     a.   If you would like to register a second child (sibling) for the same week(s), you will select those specific week(s) that start with "**One Sibling Rate**" by clicking the "**Purchase This Item**" box.

     b.   If you would like to register two additional children (2 siblings) for the same week(s), you will select those specific week(s) that start with "**Two Siblings Rate**" by clicking the "**Purchase This Item**" box.

     c.   If you would like to register your *initial* child for additional weeks of Colonels Camp, you will select the specific week(s) by clicking the "**Purchase This Item**" box..

     d.   If you are not interested in purchasing any of the "**Optional Add-Ons**", you will click the "**Add & Continue**" at the bottom.

13. Your "**Shopping Cart**" will be displayed on the next screen. Please review your cart, making sure the correct items have been added. A total will also be displayed. If everything is correct, you will click the "**Checkout**" button.

14. A "**Proceed to Checkout**" box will appear. You will click the "**Checkout**" button.

15. You will now be able to pay online via FreedomPay. Please make sure to enter the correct information in each box. When finished, you will click the "**Submit**" button.

16. Finally, you will receive an email confirmation and receipt of your purchase for Colonels Camp.

If there are any issues during the registration process, please feel free to contact Ryan Fisher (ryan.fisher@eku.edu).