

# PARTICIPANT REGISTRATION

## Before you begin:

- You'll be asked for a mobile number and/or email address as you begin the registration process. You will need to use a mobile number and/or email address that you currently have access to so you can retrieve the six-digit Church Center login code.
- If you leave any of the required fields blank, the system won't let you move on...and it will clear the form so you will have to start over.
- If at any time during the registration process, you find yourself at a white screen with a menu at the top (see below), close the window and click on the registration link again. It should take you to where you left off and you can move forward in the registration process.

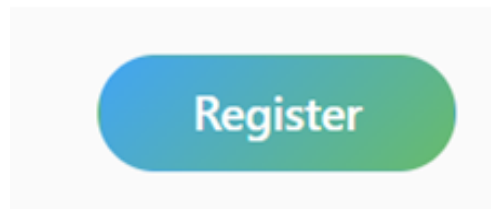
Home Give Groups Signups Log in

- **Remember**, unless prompted for Parent/Guardian Name or Email, all profile information entered is for the participant.

## To Register:

Click on the district specific NYC 2023 participant registration link.

After you've read through the information and are ready to proceed, click the REGISTER button.



Enter a mobile number, click NEXT.

To get started, enter your mobile number.  
We'll send you a code you can use to log in.

By continuing, you agree to Planning Center's Terms of Service and Privacy Policy.

Next

Enter the six-digit code sent to your mobile phone, click [NEXT](#).

Please enter the six-digit code sent to [REDACTED]

Next

Enter *participant's* first and last name, click [NEXT](#).

Almost there! Enter your first and last name to complete your profile.

Next

Enter an email address you currently have access to, click [NEXT](#).

To send you notices about your account, we also need your email address.

By continuing, you agree to [Planning Center's Terms of Service and Privacy Policy](#).

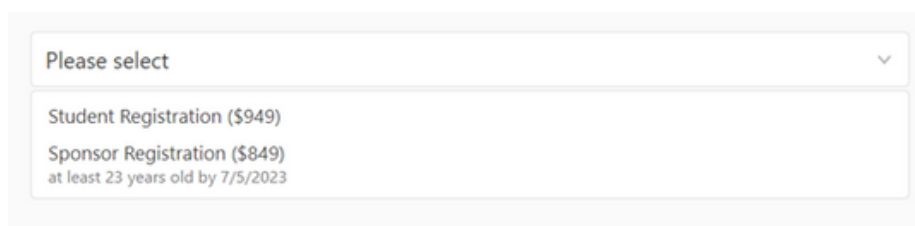
Next

Enter the six-digit code sent to your email. Click [NEXT](#).

Please enter the six-digit code sent to [REDACTED]

Next

Select Student or Sponsor Registration, click NEXT.



The image shows a web form with a dropdown menu. The dropdown is currently open, showing two options. The first option is 'Student Registration (\$949)'. The second option is 'Sponsor Registration (\$849) at least 23 years old by 7/5/2023'. The dropdown is set against a light gray background.

Complete all registration questions.

- *Releases and consent section to be filled out by participants who have reached the legal age of majority (over 18) and are signing on their own behalf or the parent of legal guardian for a minor who is under legal age of majority, or someone who is mentally or physically unable to sign for him or herself.*
- If you leave any of the required fields blank, the system won't let you move on...and it will clear the form so you will have to start over.

Click NEXT: REVIEW & PAY

Review your registration information, click COMPLETE REGISTRATION.

- *Registration is not complete until you click COMPLETE REGISTRATION and are taken to the confirmation screen. A confirmation will also be sent to your email.*

If you have other participants to register from your family, log-out in the upper right corner, and follow the process from the beginning. If you reach a screen that says "Hello!", be sure to click the NOT YOU button and create a new profile for the new participant. The same mobile number and email address can be used, but the **profile name needs to be the participant name.**