How to register for summer camps

Access the Campus Recreation Portal at usacampusrec.southalabama.edu
How to register for summer camps

See Log In or Sign Up in the upper right corner of the portal. If you are a current USA student, USA employee, or have a current SRC membership, then you already have an account and will click Log In. (This includes Retiree, Alumni, Spouse, Plus One, etc memberships).

If you purchased summer camp sessions in 2019, you also already have an account.
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If you are a current USA student or Main Campus employee, click the blue box with “JAG Number”. Log in with your Jag Number and JagNet password.
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If you are a **USA Health System employee**, click the blue box with “JAG Number”. Log in with your JagNet information. If you do not have JagNet set up, please visit [www.southalabama.edu/services/jagnet/jagnetforhealth.html](http://www.southalabama.edu/services/jagnet/jagnetforhealth.html) first to complete that. Then, return to this screen with your JagNet login.
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If you have a **Retiree, Alumni, Spouse, Plus One, or other membership**, go to **Local**. Your user name is your Rec Center membership number. The default password is “password”; you will change the password after your first login.

*(Having trouble? See the next slide.)*
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We are working to activate accounts for all retiree, alumni, spouse, plus one, affiliate, and dependent memberships. If you cannot login with your Rec Center membership number and “password”, please email srcsummercamps@southalabama.edu to request account activation.
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If you are not affiliated with the university, then click Sign Up to create an account. This will default to non-member pricing. If you’ve registered for programs in the past (such as 2019 summer camps) using this software, then use the username and password you’ve already created. If you’ve forgotten your username, email srcsummercamps@southalabama.edu.
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Once you are logged in, click the Summer Camps icon.
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Programs will appear. Look at the left-hand menu. Make sure that “Classification” is set to **Summer Camp** and “Semester” is set to **Summer 2020**. The 2020 camp sessions will appear. The *price* that pertains to you (early-bird or regular, member or non-member) will appear if you’re logged in.

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![Search Programs](search_programs.png)
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Click the session that you want, then click “register” for one of the spots.
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You might be prompted to select a family member. **Rec Center members: select yourself each time to ensure that you pay the correct price.** There is a place farther in the registration process to list the child’s name.

**If you select a family member, and that child does not have a membership to the Rec Center, then the non-member price will apply at check-out. Make sure to register yourself to get the correct pricing. You will list your child’s name later in the registration process.**
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List an emergency contact, authorized pickup persons, and continue to register your child(ren) for spots. Add each one to the cart, then check out when you’re finished adding spots.

Check the email address that is associated with your account. Your receipt will automatically be emailed to that address upon checkout. It is also the email address that the camp staff will use to communicate with you closer to each session.

Thank you and we’re excited to have your child at camp!

Questions? Email srcsummercamps@southalabama.edu