

Step 1: If you have already sent a son to YSP please login to your existing account and add your son for this year. Otherwise continue to step 2.

Step 2: Click on “New User” and please follow the instructions to create an account for yourself, the primary contact, then add your spouse, the secondary contact.

Step 3: Once both parents have been added to the account, click, add person to my account and create a Child Account for your son and include the information below. (If you do not make a child’s account, the system will not allow you to register.)

- Child’s Name
- Child’s Birthday
- Child’s Hebrew Birthday (Please use this format: 2 Cheshvan, 5770 – Do not enter the birthday in a Hebrew font. It will not be recognized by the system.)
- Child’s Grade
- Upload recent picture of child (This may also be added later.)

When you have completed this step, click SAVE PERSON at the bottom, center of the window.

Step 4: ***(YOU WILL ONLY BE ABLE TO GO TO STEP 4, ONCE REGISTRATION IS OPEN.)***

To begin the registration process, go to Reservations, click, make a Reservation, and select your son’s name.

- Select the grade he is entering in the fall of 2025 and save the grade.
- Select Summer Session 2025/5785 and begin the registration process.

Step 5: Fill in the Emergency Contacts

Step 6: Fill in YSP 2025 Registration Form

You will need the following information to complete this section:

- Medical history
- Primary physician name and phone number
- If your son takes any medication, the name, and medication dosage
- Insurance information
- Immunization records (This also may be added at a later time.)
- Name of Yeshiva attending next year
- Name of current principal and teacher
- Your son’s most recent Report Card.
- Name of the camp attended last summer

Step 7: Proceed to Checkout to pay the \$300 registration fee by credit card. Click Proceed to Payment > Click Deposit Only > Continue Checkout > Select Credit Card.

- For credit card payments, you will need to enter the card type, name on the card, card number, Exp. Month, Exp. Year, and Billing Address

**YOU HAVE THE OPTION TO MAKE A FEE-FREE PAYMENT USING A DEBIT CARD. ENTER YOUR DEBIT CARD NUMBER IN THE REGULAR CREDIT CARD FIELD.**

**IT'S IMPORTANT TO BE AWARE THAT THE SYSTEM WILL RECOGNIZE THE NUMBERS AS A DEBIT CARD AND DEDUCT THE FEES ONLY UPON CLICKING THE SUBMIT BUTTON.**