

Registration Process for the San Diego Local Delegation

(steps 1-3 should already been completed)

- **Step 1: Complete the Local Delegation Skill Assessment Registration**
- **Step 2: \$150 Deposit (must be paid to participate in the assessments)**
- **Step 3: Complete Emergency Information Form & COVID-19 Waiver**
- **Step 4: Complete the Official JCC Maccabi Registration on RegPack**
- **Step 5: Complete the Health Registration on CampDoc**
- **Step 6: Final Payment through LFJCC**



Complete the Official JCC Maccabi Registration on RegPack

Things To Know

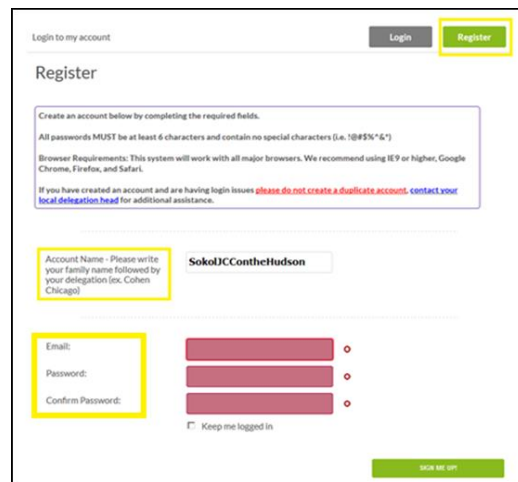
- Please plan on spending 20-30 minutes per individual
- To register your Athlete you will need to have:
 - Photographs of a valid insurance card (front and back)
 - Drivers License
 - Birth Certificate and/or Passport
 - Proof of current physical exam with doctor's signature
- Compatible Web Browsers - Chrome (recommended), Firefox, Internet Explorer 9 or above, and Safari (there can be problems if your cookies are on)
- We are here to help! If you have any questions or issues with the system please do not hesitate to reach out.



How to Create a New Account or Log Into an Existing Account

Creating a new account

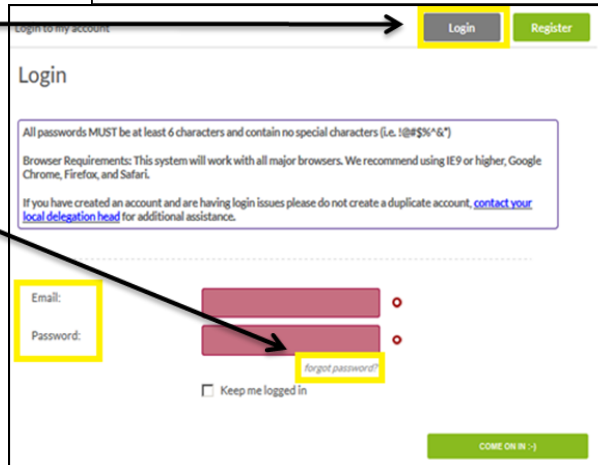
- User selects an account name.
 - The account name should be the family name followed by the delegation name. For example: Stein Pittsburgh
- Users will then provide an e-mail address and create a password.
 - The e-mail address provided must be an active e-mail address, as the system will utilize it for the forgot password function.
 - The password selected should be one the user can easily remember and shared with any additional registrants of the account.



The screenshot shows the 'Register' page. At the top right, there are 'Login' and 'Register' buttons. The 'Register' button is highlighted with a yellow box. Below the buttons, there is a 'Register' heading and a box containing instructions: 'Create an account below by completing the required fields. All passwords MUST be at least 6 characters and contain no special characters (i.e. !@#%*^&*)'. Below this, there are fields for 'Account Name' (with a yellow box around the label and the text 'SokolJContheHudson'), 'Email', 'Password', and 'Confirm Password' (all with yellow boxes around the labels). There is also a 'Keep me logged in' checkbox and a 'SIGN UP' button at the bottom right.

Logging into an existing account

- User will enter their email address and password
 - If they have forgotten their password users can utilize the forgot password button and a re-set e-mail will be sent to the e-mail they registered with.



The screenshot shows the 'Login' page. At the top right, there are 'Login' and 'Register' buttons. The 'Login' button is highlighted with a yellow box. Below the buttons, there is a 'Login' heading and a box containing instructions: 'All passwords MUST be at least 6 characters and contain no special characters (i.e. !@#%*^&*)'. Below this, there are fields for 'Email' and 'Password' (both with yellow boxes around the labels). There is a 'forgot password?' link below the password field, a 'Keep me logged in' checkbox, and a 'COME ON IN :)' button at the bottom right. An arrow points from the 'forgot password?' link to the text in the red box below.

JCC Association, nor Regpack has this information stored, the only way to re-set a users password is by following the steps prompted when clicking forgot password.

Waivers

Every individual who participates in JCC Maccabi is required to check “I understand” to both our program video/photo release, as well as, our text message release.

All participants and visitors are required to agree to the photo/video and text waivers below in order to attend JCC Maccabi

Photo/Video Release Waiver

I grant permission to JCC Association as well as the JCC of Metropolitan Detroit and its officers, trustees, employees, agents, students, representatives, successors, licensees and assigns to photograph and or video my image, likeness, or depiction. I hereby grant permission to edit, crop, or retouch such photographs and videos, and waive any right to inspect the final photographs and videos. I hereby consent to and permit photographs and videos of me to be used by the JCC worldwide for any purpose, including advertisement purposes, and in any medium, including print and electronic. I further waive any claim for compensation of any kind for the JCC's use or publication of photographs and videos of me.

- I understand and agree to the conditions of this Photo/Video Release Waiver



Text Message Notification

I agree that my cell phone number can be added to a mass texting list for updates on JCC Maccabi during the week of the event. *We guarantee that all phone numbers will not be sold or shared and will be deleted immediately upon completion of the program.

- I understand and agree to the conditions of this Text Message Notification



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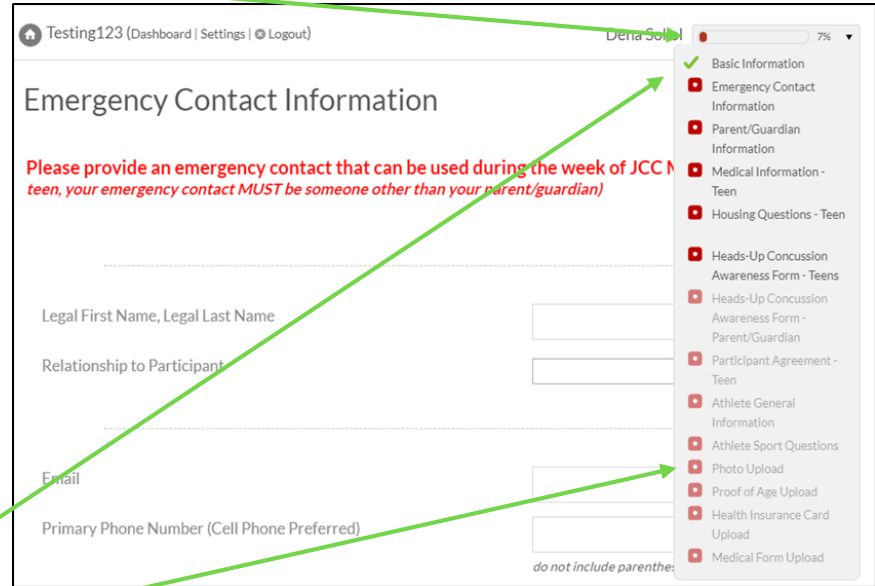
Navigating a Users Registration

Once the *Basic Information* page has been completed the user will be able to see their progress and navigate their registration using their **status bar**, located in the top right hand corner of their screen.

A users status bar will change colors based on the level of completion of their registration. When the bar is green is indicates the registration is 100% complete.

A user can click on the arrow located just adjacent to their status bar for a drop down of all the forms associated with their registration.

- If a user clicks on a specific page they will be automatically taken to that specific page.
- If a page is complete a green check will appear next to it, if it is not complete the user will see a red square with a white dot.



The screenshot shows a user interface for a registration process. At the top, the user is identified as 'Testing123' with links for 'Dashboard', 'Settings', and 'Logout'. A 'Dena Sol' profile picture is visible. A progress bar at the top right shows 7% completion. Below this, a list of registration steps is shown with checkboxes: 'Basic Information' (checked with a green checkmark), 'Emergency Contact Information' (unchecked with a red square), 'Parent/Guardian Information' (unchecked with a red square), 'Medical Information - Teen' (unchecked with a red square), 'Housing Questions - Teen' (unchecked with a red square), 'Heads-Up Concussion Awareness Form - Teens' (unchecked with a red square), 'Heads-Up Concussion Awareness Form - Parent/Guardian' (unchecked with a red square), 'Participant Agreement - Teen' (unchecked with a red square), 'Athlete General Information' (unchecked with a red square), 'Athlete Sport Questions' (unchecked with a red square), 'Photo Upload' (unchecked with a red square), 'Proof of Age Upload' (unchecked with a red square), 'Health Insurance Card Upload' (unchecked with a red square), and 'Medical Form Upload' (unchecked with a red square). The main content area is titled 'Emergency Contact Information' and contains a red warning message: 'Please provide an emergency contact that can be used during the week of JCC Maccabi Games, your emergency contact MUST be someone other than your parent/guardian'. Below the message are input fields for 'Legal First Name, Legal Last Name', 'Relationship to Participant', 'Email', and 'Primary Phone Number (Cell Phone Preferred)'. A note at the bottom right of the form says 'do not include parentheses'. A green arrow points from the text 'When the bar is green is indicates the registration is 100% complete.' to the green checkmark in the progress bar. Another green arrow points from the text 'A user can click on the arrow located just adjacent to their status bar for a drop down of all the forms associated with their registration.' to the arrow icon next to the status bar. A third green arrow points from the text 'If a page is complete a green check will appear next to it, if it is not complete the user will see a red square with a white dot.' to the red square next to 'Emergency Contact Information'.

Additional Teen Forms

- **Emergency Contact Information**
 - We ask that the teens enter an emergency contact that is **not** their parent/guardian but rather another individual above the age of 18.
 - Parent/guardians will always be a first point of contact in case of an emergency.
- **Parent/Guardian Information**
 - Each teens must provide at least **ONE** parent/guardian's information.
 - Should the user choose to provide additional contacts, there is an option to add a second parent/guardian.
- **Medical Information**
- **New in 2022:** All Medical Information and Forms will be done on CampDoc. .
 - All teens, coaches and DHs will be emailed an invite to sign up for CampDoc within about 48 hours of registering on Regpack
- **Housing Questions**
 - The registration system inquires about the teens specific needs to ensure proper host family placement.
 - Questions are asked related to the teens Kosher level, dietary restrictions, languages spoken along with a variety of other pieces.
 - We ask if the teen has a specific host family they would like to stay with. If they do make sure to your families to enter the information the exact same way the host family will in the system.
 - Teens can request up to 3 other participants to house with.
 - It is important to communicate with your families that roommate requests are just that, requests and they are NOT guaranteed.



Additional Teen Forms Continued

- **Heads-up Concussion Awareness Form (teens and parent/guardian)**
 - In order to participate in JCC Maccabi all teens, and parent/guardians of teens, coaches and delegation heads are required to read and sign our CDC's **Heads- Up Concussion Awareness sheet**.
- **Participant Agreement**
 - Teens along with their parents/guardians will also be required to sign the **participant participation document**.
 - This document outlines the JCC Maccabi Code of Conduct, Agreement and Unconditional Release of Liability, and Declaration of Eligibility.
 - A teen will be unable to complete their registration and/or participate if they do not accept the terms of the **participant participation document**.

- **Athlete General Information**
 - Teens will be asked to provide information as it relates to their warm-up/uniform sizes, youth group affiliation, and other general information.
- **Athlete Sport Questions**
 - Based on the age and gender the teen entered on their basic information page they will be presented with the appropriate sport options. Once a sport is selected the appropriate age brackets and divisions will appear. Please note that teens are permitted to play up, however, if you have a teen in this situation please reach out to a member of the JCC Association team.
 - Our dance forms are digital and will be completed in Regpack.
- **COVID 19 Waiver**
- **Photo Upload – Headshot that will be used on the users credential**
- **Proof of Age Upload**
- **Health Insurance Card Upload- will be done on CampDoc**
- **2022 JCC Maccabi Medical Form Upload- will be done on CampDoc**



Athlete Registration Sample

Basic Information

Select the Delegation (Your Local Community) that YOU are participating with during JCC Maccabi

Please do not select JCC Association as your Delegation

Delegation (Your Local Community) San Diego ✓

Please note: If you are completing this registration on behalf of another party make sure to enter that individuals information below.

BASIC INFORMATION

Legal First Name Name Test 1 ✓

Legal Last Name Last Name Test 1 ✓

Please note: This system is an age determinant system, as such the appropriate levels of participation will NOT appear until you have entered a birth date.

Date of Birth 01 - 03 - 2007 ✓
Month Day Year

Gender Male ✓
 Female
 Non-Binary
 Choose not to disclose

Preferred Pronouns He / Him / His ✓
 She / Her / Hers
 They / Them / Their
 Ze / Hir / Hirs
 No Pronouns
 No Preference
 Other

Choose Type of Participation Athlete ✓
 Coach/Chaperone
 Delegation Head
 Local JCC Staff
 Spectator
 Host Family Member and/or Volunteer
 VIP Permission Required
 Official/Vendor

HOME ADDRESS

Address 4126 Executive Drive ✓

Address 2 APT 110 ✓

City San Diego ✓

State/Province California ✓

Zip/Postal Code 92037 ✓

Country United States ✓

CONTACT INFORMATION

Email ivan@jfcc.org ✓

Primary Phone Number During JCC Maccabi 858.457.3030 ✓
do not include parentheses, spaces, periods, or dashes

Primary Phone Number Type Cell ✓
 Home

All participants and visitors are required to agree to the photo/video and text waivers below in order to attend JCC Maccabi

Photo/Video Release Waiver I understand and agree to the conditions of this Photo/Video Release Waiver ✓

I grant permission to JCC Association as well as the JCC of Metropolitan Detroit and its officers, trustees, employees, agents, students, representatives, successors, licensees and assigns to photograph and or video my image, likeness, or depiction. I hereby grant permission to edit, crop, or retouch such photographs and videos, and waive any right to inspect the final photographs and videos. I hereby consent to and permit photographs and videos of me to be used by the JCC worldwide for any purpose, including advertisement purposes, and in any medium, including print and electronic. I further waive any claim for compensation of any kind for the JCC's use or publication of photographs and videos of me.

Text Message Notification I understand and agree to the conditions of this Text Message Notification ✓

I agree that my cell phone number can be added to a mass texting list for updates on JCC Maccabi during the week of the event. *We guarantee that all phone numbers will not be sold or shared and will be deleted immediately upon completion of the program.



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GO TO NEXT STEP >>

TEEN'S PARENT/GUARDIAN INFORMATION

PARENT/GUARDIAN #1

Legal First Name Mom 1 ✓

Legal Last Name Mom ✓

Relationship to Participant Mother ✓

Email ivanl@jfoc.org ✓

Primary Phone Number (Cell Phone Preferred) 858.457.3030 ✓
do not include parentheses, spaces, periods, or dashes

Primary Phone Number Type Cell Home ✓

Best Method to Reach Contact Email Primary Phone ✓

Does Parent/Guardian #1 have the same address as the participant? Yes No ✓

TEEN'S PARENT/GUARDIAN #2

Legal First Name Father 1 ✓

Legal Last Name Father ✓

Relationship to Participant Father ✓

Email ivanl@jfoc.org ✓

Primary Phone Number (Cell Phone Preferred) 858.457.3030 ✓
do not include parentheses, spaces, periods, or dashes

Primary Phone Number type Cell Home ✓

Best Method to Reach Contact Email Primary Phone ✓

Does Parent/Guardian #2 have the same address as the participant? Yes No ✓

GO TO NEXT STEP >>

Missing name (Dashboard) Settings | Logout

Name Test 1 Last Name Test 1 22%

Housing Questions - Teen

Do you require a host family? No, I do not require a Host Family ✓
 Yes, I require a Host Family

If you are a teen from San Diego: Don't forget to register your family as a host family when you have finished this registration.

1st Requested Roommate Legal First Name Tom ✓

1st Requested Roommate Legal Last Name Miami ✓

1st Requested Roommate Delegation Miami Beach ✓

1st Requested Roommate Relationship to Teen Friend Brother Sister Cousin ✓

2nd Requested Roommate Legal First Name Max ✓

2nd Requested Roommate Legal Last Name Dallas ✓

2nd Requested Roommate Delegation Team Dallas ✓

2nd Requested Roommate Relationship to Teen Friend Brother Sister Cousin ✓

As a reminder, payment for teen participation cannot be made through the registration system, please contact your local [Delegation Head](#) for payment instructions.

The health information entered above can be shared with a JCC Maccabi Host Family

Agree and Go to Next Step >> ✓
 I Disagree

Free Text
false

GO TO NEXT STEP >>

Host Family Part



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Athlete Sport Questions

Sport

- 3 v 3 Basketball ○
- Baseball
- Basketball
- Dance
- ESports
- Flag Football
- Golf
- Ice Hockey
- Soccer (7V7)
- Swimming
- Table Tennis
- Tennis
- Track & Field
- Volleyball

Age Bracket

- 14U ○
- 16U

Age Bracket

- 12-14U ○
- 15-16U

Do you have any other friends who you think would be interested in participating in JCC Maccabi that your delegation head could reach out to?

- Yes ○
- No

false

[GO TO NEXT STEP >>](#)

Photo Upload

Please upload a head-shot of the athlete/artist/adult. The photo should be saved as a JPEG or PNG file prior to uploading. There is a file size limit of 12 MB.

The main purpose of this headshot is identification and this photo will be printed on your JCC Maccabi credential.

As such please upload a head-shot that is clear, forward-facing and offers an accurate depiction of the individual.

Upload a Headshot


No file chosen ○

[GO TO NEXT STEP >>](#)



Dashboard

The **Dashboard** is where users can manage all of the registration associated with their account. Adding Registrations, Deleting a Registration, Editing Registrations, and Paying for Spectator Passes (*visiting delegations only*)

Missing name (Dashboard | Settings | Logout) My Application  100% ▾

Dashboard

Welcome to your DASHBOARD.

DASHBOARD is the central hub to navigate and manage your account. You can add registrations, modify existing registrations, and make payments for spectator passes.

If you do not see a name listed below you have not registered that individual. In this instance please click the "ADD REGISTRATION" button to create a new individual registration. Remember everyone attending JCC Maccabi must be registered in our system.




VISITING DELEGATIONS FAMILIES- If you have any questions please contact your local delegation head for assistance; if you are unsure who that individual is please visit the Delegation Head Contact List to locate the contact for your local delegation.

SAN DIEGO HOST FAMILIES AND VOLUNTEERS- If you have questions regarding your registration please reach out to your respective communities contact person below.

- maccabicentral@lfjcc.org

VOLUNTEERS Thank you for registering to be a JCC Maccabi Experience 2022 volunteer. Our volunteer team will be in touch with you when the list of specific volunteer shifts needed is announced. We thank you for your patience and look forward to being in touch by late-Spring.

Manage Registration Profiles + ADD REGISTRATION

| | |
|-----------------------------------------------------------------------------------------------------------------------|------------------|
| Test 1 Athlete  100% ▾ | Athlete |
| Go To Registration | |
| Name Test 1 Last Name Test 1  100% ▾ | Volunteer |
| Go To Registration | |
| Host Family Test  100% ▾ | Parents |
| Go To Registration | |

| | |
|--------------|-----|
| My balance | 0% |
| Total Order: | \$0 |
| Total Paid: | \$0 |
| Total Due: | \$0 |

Payment trough LFJCC

MY ORDERS

TEST 1 ATHLETE ▾

ⓘ You currently do not have any products / services in your cart. Click on the button below to add products / services to your cart.

[ADD PRODUCTS / SERVICES](#)

NAME TEST 1 LAST NAME TEST 1 ▾

ⓘ You currently do not have any products / services in your cart. Click on the button below to add products / services to your cart.

[ADD PRODUCTS / SERVICES](#)


HOST FAMILY TEST ▾

ⓘ You currently do not have any products / services in your cart. Click on the button below to add products / services to your cart.

[ADD PRODUCTS / SERVICES](#)

By registering for this program, I agree to future updates and communications from my delegation Jewish Community Center and/or the host Jewish Community Center that may include information of interest to these JCCs.

Partners/Teamwork POWER & SECURITY FIDELITY VOLUNTEER

Registration and Payments by  Regpack

Privacy Policy



Thank You!!!

