

Hello Everyone,

It's time for Summer Camp registration! This year, we are doing registration differently and (hopefully) more efficiently. **Please be sure to read this email thoroughly so you understand the steps to take to successfully sign up your camper(s)!**

We are launching our programming with a new registration partner, Sawyer.

Important Information you will find in this document:

- *Creating an account for yourself and your children*
- *Dates & Times when Registration will be sent to families*
- *Step by step camp sign up instructions*
- *How to add "subsidy" or "sibling" discount Promo Codes & Important Information regarding how subsidy and discounts will be applied*
- *How to pay*
- *Waitlist information*

Here's what you should do to successfully register your camper with Sawyer:

Create your Sawyer account: SIGN UP CHILDREN BASED ON WHAT CLASS THEY WILL BE ENTERING IN THE FALL OF 2025

<https://www.hisawyer.com/neck-of-the-woods/auth/sign-up>

Follow the prompts listed in the sign up module and enter all specified fields to finalize your account creation.

Adding your Children to your Profile:

1. Scroll over your name in the top right corner and look for Profiles then select My Profile. If you're on a provider's website, you'll click Manage Account.
2. Here you can update any of your personal information including adding secondary contact information and caregiver information.

3. Click on Profiles on the top menu to add or update additional profiles listed on your account. To add new children click +Add Profile. Follow the prompts listed and enter all specified fields.

- Note the term "Caregiver" refers to a care provider who is not a parent or guardian (i.e. nanny, au pair). If your child does not have a "caregiver" leave that portion blank.

Already have a Sawyer account?

If you've previously set up an account with Sawyer, you can use those same account credentials to log in.

<https://www.hisawyer.com/neck-of-the-woods/auth/log-in>

Customize your account

Once your account is created, you can add children to your profile, add payment methods on file, and more. **Be sure to add all of your children to your profile before registering for camp.**

<https://www.hisawyer.com/account>

Registering for Camp (step by step)!

1. Click the registration link in the email that we will send you on registration day.
2. Once you have created your family Sawyer profile you can choose to sign up for the whole camp or specific weeks
 - a. If you are signing up more than one child you will need to click "keep shopping" to add your next child's camp weeks to your cart
 - b. Click "add to cart" after you select each camp option
 - c. DO NOT click "check out" until all of your children's camps have been added to the cart and a promo code (if applicable) has been applied.

Weekly Camp Option:

- You will select which children you are signing up, which weeks you would like to have them attend, and how you would like to pay.

- You will either be able to pay for the entire summer or you will need to pay a deposit (\$50/wk of camp) at check out followed by the remaining balance due on June 23rd, 2025.

Camp/Event (full 7 wks) Option:

- You will select which children you are signing up, and how you would like to pay.
 - You will either be able to pay the full amount for the entire summer or you will need to pay a deposit (\$375 at check out) followed by six installments of \$375 on the first day of camp each week starting July 7th, 2025.

Daily "Drop In" Option (Preschool/Kindergarten ONLY):

- You will select which children you are signing up, and how you would like to pay.
 - Select Individual days that you would like to enroll your child for camp at \$75/day.
 - Upon check out you will be expected to pay for all of these days. There is no down payment option for drop in days.

Promo Codes:

- NOW has two different promo codes that can be applied to an order. One is for "sibling discounts", the other is for "subsidy". *You can only apply one promo code to an order, so if you have subsidy, or are applying for subsidy, DO NOT add a sibling discount promo code to your order.*
- *Subsidy/Scholarship ("Subsidy" Promo Code):*
 - If you are qualified to receive subsidies from the State of Vermont you will type "subsidy" into the promo code box and click "apply". This will allow you to register your camper without paying up front.
 - All families receiving subsidy will receive a separate invoice via email from our bookkeeper (if applicable) with any remaining balance after subsidy funds are distributed every month.
 - If you are planning to apply for the Summer FUNd Scholarship Program through the Mad River Valley Community Fund/Interfaith

Council you will need to apply for subsidies before you are allowed to apply for that scholarship.

- If you are not sure if you are eligible for subsidy or the Summer FUNd scholarship you will need to pay the deposit in order to register for summer programming and follow up with NOW Admin at info@neckofthewoodsvt.com to discuss your subsidy/scholarship status.
- Reimbursements will be given to families who pay ahead and find out later that they have qualified for subsidies or a scholarship.
- If you apply the subsidy promo code and do not end up receiving subsidy or a scholarship your order will be cancelled and you will have the opportunity to re-register and pay on the Sawyer platform.
- If you have multiple children who you are signing up for camp and you are eligible for subsidy/scholarship you are not eligible for a sibling discount.
- *Sibling Discount ("sibling" Promo Code)*
 - NOW normally provides families with a 10% discount after the first child enrolled, applied to the oldest sibling. Sawyer is not compatible with this process so we have created a new discount policy that is as close to equivalent as possible to our current policy. When signing up siblings you will see that a 4% discount will be applied to all siblings enrolled instead of 10% to the oldest sibling.
 - If you are enrolling more than one child AND are NOT receiving subsidy or a scholarship, type "sibling" into the Promo Code box, and click "apply". This will allow you to enroll your campers with the sibling discount included.
 - If you have a child enrolled in Infant/Toddler Programming and are signing up an older child for Summer Camp, please be sure to use the promo code "sibling" to receive the discount.
 - If you have multiple children who you are signing up for camp and you are eligible for subsidy/scholarship you are not eligible for a sibling discount.

4. Once this is all complete you click "check out"
5. Fill out the registration forms and agreements for your child(ren)
6. Click "continue to payment"
 - Payments must be made using a credit card
 - Add in your card information
 - You will see a Sawyer booking fee of either \$1.99 for an order under \$100 or \$3.99 for orders over \$100.
 - There is also a credit card fee of 2.9% added to all orders.
7. Click place order
8. You should receive an immediate confirmation email from Sawyer confirming your registration.

Waitlist (step by step):

1. If there is not room in a camp you will have the option of being put on the waitlist.
2. You will see that the camp is full and you will add your child's name to the waitlist.
3. Click "Add student" at no charge in the drop down menu and then you will receive a confirmation email stating that they are on the waitlist.
4. If a slot opens up you will receive a phone call from Neck of the Woods Admin asking if you would like to take the open slot.
5. If you would like to take it then you will receive a notice from Sawyer inviting you to register.

Once your child is fully registered you will hear from NOW Admin with more camp information via email and through Brightwheel. If you do not have a Brightwheel profile set up for your child one will be set up for you after registration is complete.

NOTE: If you have any questions contact Neck of the Woods Admin at info@neckofthewoodsvt.com or 802-496-6689