

KeyLeader Registration Process

Please follow the below instructions to register for the KeyLeader 2016 program

- 1** Navigate to **www.key-leader.org** and click the **Find Events** tab
- 2** Select **Date** in the **Filter By** tab (found on the bottom left side)
- 3** Select your **desired camp** (camps will be in order by date)
- 4** Once you selected your desired camp, click **Register** (found under the "Kiwanis Coordinated")
- 5** **Choose your registration type:** Student, Student Facilitator, or Adult/Chaperone
- 6** **Log in** to the system:
Are you a first time user? If yes, click on New User
Are you a returning user? If yes, log into your existing account
- 7** **Confirm the participant name** (i.e. you)
- 8** **Fill out all required information** and click **Continue**. Review the payment information and click **Continue**. If you have a scholarship code, please enter the code on this screen
- 9** Under Payment Information, select **your payment option**
- 10** **Select payment method:** e-check, credit card, or pay later and click "continue"
- 11** You are all done with your registration! Make note of your confirmation number. All required camp forms will be sent to you