



Guide for Parents

How to Prepare Your Account Before Registration Opens

(CREATE A NEW ACCOUNT OR UPDATE YOURS)

1. Access the Shediac registration portal

Use one of the following links:

- <https://www.iregisternow.com/villedeshediac/>

Even if camps are not visible yet, you can prepare your account in advance.

2. Create an account if you do NOT have one yet

- a) Click **Log in** at the top right.
- b) In the window that opens, click:
 - ▶ **New user, create an account**
- c) Fill in your personal information:
 - First and last name
 - Email address
 - Phone number
 - Password
- d) Confirm your email address if required.

3. Log in if you already have an account

- a) At the **top right**, click **Log in**.
- b) A login window will appear:
 - Enter your **email address or username**
 - Enter your **password**
- c) Click **Log in**.

If needed, click **Forgotten password?**

4. Add your child(ren)

Once logged in:

- a) Go to your **parent profile**. By clicking on your name on the top right of the page
- b) Click on **My account**
- c) Click on **+ member(s)**
- d) Click **Add a participant**.
- e) Fill in your child's basic information.

Why prepare your account before registration opens?

- Saves time on opening day.
- You only need to select your camp or package later.