



Summer Camp Registration Instructions for Individual Campers

Ockanickon Scout Reservation is using the Tentaroo Event Management for OSR Summer Camp Registrations & Payments.

If you have never registered for an event in the Washington Crossing Council Tentaroo system, you will have to create a new account:

- Go to www.ockanickon.org
- Click Create Account
- Select **OSR Resident Camp** as the event
- Complete the Create Account form
 - The account type field defaults to "Unit"
 - Click the drop down for the account type field and select "Individual/Family"
 - Individual Campers **cannot** be registered in a Unit account by their Troop
 - Use a parent name to complete the contact information on this page
- You will receive an account activation email to verify your email address.
 - *If you do not receive the verification e-mail within a few minutes, check your spam/junk folders.*
- Go back and login with your new account

If you have an existing individual/family account:

- Go to www.ockanickon.org
- Choose your week of camp
- Log-in to your account
 - Contact michelle.cathers@scouting.org if you need assistance with log-in information for an existing account. Please do not create a second account.

Register for Event

- Click the green "register for event" button
- Add the quantity of Scouts you are registering in the appropriate youth participant type
 - New 2024 AOL Crossover Scouts are added to Arrow of Light Crossover
 - All other Scouts are added to Youth
- Complete the Primary Contact fields using the "Copy from Profile" button
- Complete the Alternate Contact fields with your Scout's Scoutmaster information
- Click Next
- Campsites page: Click Next
- Confirmation page: Payment option defaults to "Pay Minimum Required Amount"
 - Select "Pay Full Amount"
- Click Complete
- Scroll down to Participants
 - Click Add Participant in the applicable category that shows your selected spots
 - If your Scout is listed in your account, click the Scout's name
 - If you need to add your Scout to the account, click "New Youth"
 - Complete the profile for your Scout
 - Click Next
 - Click the applicable Participant Type
 - Click Next
 - Sibling Discount
 - If registering siblings, add the sibling discount class to each sibling
 - Otherwise, click Next





- Confirm the fee and Click Complete
- Repeat the Participant process for each Scout you are registering
- When finished adding Scouts to the registration, click Checkout
- Checkout
 - Scroll down
 - Complete the billing contact section
 - Choose eCheck or Credit Card payment type
 - Note there is a convenience fee for credit card but not for eCheck
 - Place order

RETURNING CAMPERS DISCOUNTED REGISTRATION

If your Scout is returning to OSR for a second (third or more) week of camp in the same summer season:

- Follow the Register for Event instructions on page 1 until all your returning Scouts are in the cart
- DO NOT CHECKOUT YET
- Send an email to Michelle Cathers at business@ockanickon.org so she can adjust the rate to the \$530 returning individual camper rate
- Michelle will reply to your email when your account is ready for payment

