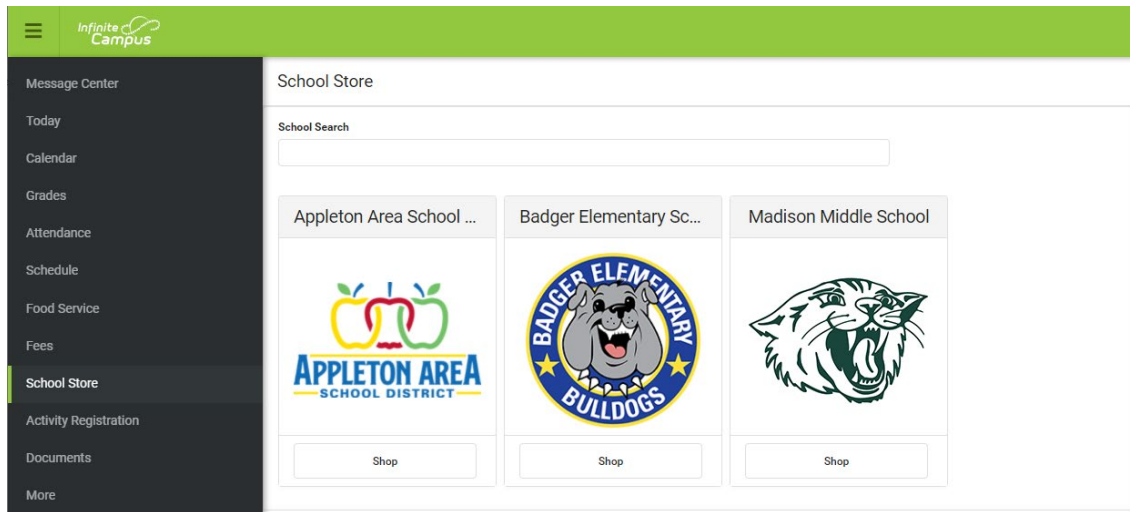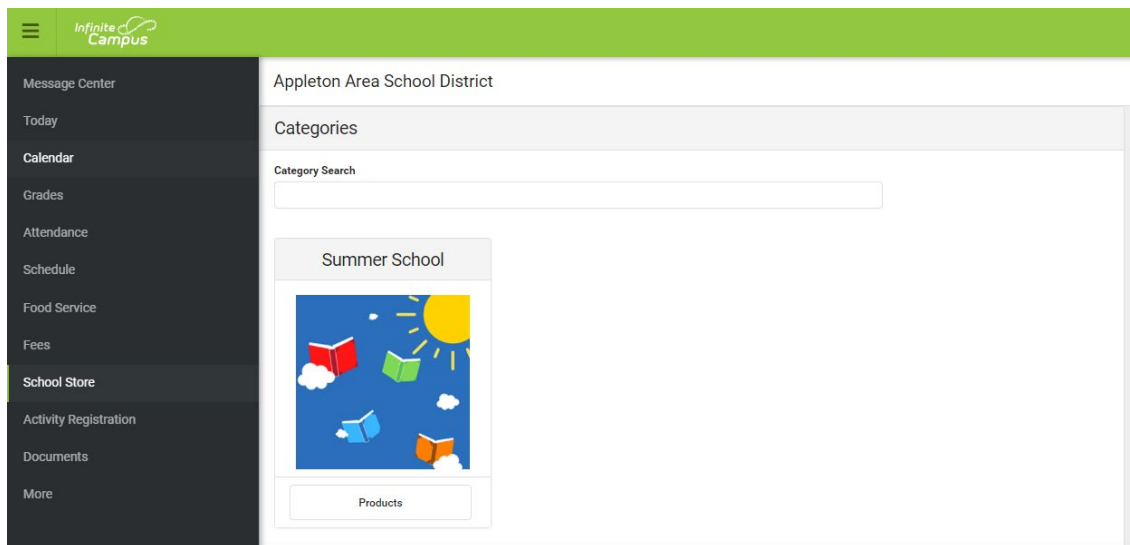# Registering for Summer Camps & Events

Registration for the Summer Camps & Events can be done through the Parent Portal:

1. Log into the Infinite Campus Parent Portal with your username and password.
2. Click **School Store** from the left navigation.
3. Click **Shop** on the Appleton Area School District, or the school hosting the event.

If you do not see the location you are looking for, go to the bottom of the screen and click **More Schools**. Then click **Shop** on the Appleton Area School District or school.

4. Click **Products** from the Summer School category.

5. Click **View** on the Camp or Event.

6. From the window that opens on the right, select the student name from the Recipient dropdown.

7. Check to see if the camp or event has a form to fill out. They will be located under **Required Forms**. If no forms are required, skip to **step 11**.
8. Scroll down and complete the form by clicking on the title of the form to open the document. Required fields are indicated in red.

9. Add your eSignature on the last page of the document.

10. Click **Submit** at the bottom of the page.
11. Click **Add to Cart.** Repeat this process until you have completed registration for all camps/events for your student(s)
12. Click **My Cart** to start the checkout process.
13. The Camps or Events will be in the cart. You <u>must</u> complete the checkout process even though the amount owed at this time is $0. If the camp or event has a fee, it will be added to student accounts after the registration has closed in June.