

## Science-U Registration FAQ's

### 1. Does Cvent reserve my camp spot(s) while I am filling out the online registration form?

No. Unfortunately, Cvent is unable to reserve your spots until you complete the registration process. Even if a camp has spots available when you start registration, the system will put you on the wait list once you finish registration if others have completed registration and taken the final camp spots before you. If this happens and you are put on the wait list, we will contact you if a spot becomes available. **Please be sure to have your credit card handy to complete registration quickly and avoid losing your spot(s).**

### 2. What information about my child(ren) will I need to enter?

No questions about health insurance will be asked during registration. Forms regarding health insurance and information will be emailed to you closer to camp time to be completed and returned on the first day of camp. Please be sure to enter the following information where prompted:

- Child's first and last names. There is a separate box for parents/guardians to add their names.
- Guardians' email address. Please be accurate! This is how we will contact you.
- Home address.
- Your child(ren)'s gender, birthdate, school, and T-shirt size. (optional sizes include Child - Small to Adult - 2X-Large).
- You will need to attest to your legal guardianship of the child(ren) you are registering and agree to release Penn State and Science-U from any liability.
- There are questions about demographics and the ways you learned about Science-U.
- You will be asked whether or not you authorize Science-U to audiotape/photograph/videotape your child(ren).

### 3. If I start a registration and need to stop, can I save it and come back later?

No, there is no "Save" option with our Cvent registration. If you close out of Cvent before completing a registration, you will lose any information that was entered. Also, Cvent will time-out after 20 minutes of inactivity.

### 4. I registered my child(ren) last year for Science-U, is my information still in the system?

No, Cvent does not save registration information from previous years. You will need to re-enter your contact information.


### 5. How do I register multiple children from the same residence?

To enter multiple children (siblings), begin by registering one child, and at the end of the first registration form you will be able to click an "Add Additional Child" button if you need to register more children.

Add Another Child(ren)

---

Use this section to enter the names of your additional child(ren).  
**You have not added any guests.**

**Add Additional Child** 

---

Send this Invitation to Other People

---

Use this section to forward this invitation to other people. Do not enter the people you plan to bring with you.

## 6. What if I forget to add a child or a camp to a completed registration?

If you have completed a registration but need to make adjustments, please contact our office at [sciencecamps@science.psu.edu](mailto:sciencecamps@science.psu.edu) or at (814)865-0083. We can help with that. Please note that Cvent will not accept new registrations for a previously used email address. If you want to make a second registration for additional children, you need to use a different e-mail address.

For each child you are registering, **please make sure to click the “Add to Agenda” button next to each camp you are registering them for! (see example below)**. Once clicked, the button will read “Remove from Agenda”. If you get to the end of the registration and do not see camps on your agenda, you are not signed up for any camps and you will need to return to the previous screen to make your selections.

07/14/19

<b>Finding Your Roots (Grades 6-8) Full Day</b>	<b>Add to Agenda</b>
Start Date: 07/14/19   Start Time: 9:00 am   End Date: 07/19/19   End Time: 4:00 pm   Price: \$425.00	
<b>Finding Your Roots (Grades 6-8) Residential</b>	<b>Add to Agenda</b>
Start Date: 07/14/19   Start Time: 9:00 am   End Date: 07/19/19   End Time: 4:00 pm   Price: \$850.00	

07/15/19

<b>CSI: The Case of the Creepy Cottage (Grades 5-7) Full Day</b>	<b>Add to Agenda</b>
Start Date: 07/15/19   Start Time: 9:00 am   End Date: 07/19/19   End Time: 4:00 pm   Price: \$365.00	

07/16/19

<b>Extended Care - Week 4</b>	<b>Add to Agenda</b>
Start Date: 07/16/19   Start Time: 12:00 pm   Price: \$30.00 - \$50.00	
<input type="radio"/> <b>Extended Care Week 4 (AM &amp; PM)</b>	
Start Date: 07/15/19   Start Time: 7:45 am   End Time: 5:15 pm   Price: \$50.00 NO Monday AM extended care. NO Friday PM extended care.	
<input type="radio"/> <b>PM Extended Care Week 4 (4:00 - 5:15 pm, Mon-Thurs)</b>	
Start Date: 07/15/19   Start Time: 4:00 pm   End Time: 5:15 pm   Price: \$30.00 NO Friday PM Extended Care.	
<input type="radio"/> <b>AM Extended Care Week 4 (7:45 - 9:00 am, Tue-Fri)</b>	
Start Date: 07/16/19   Start Time: 7:45 am   End Time: 9:00 am   Price: \$30.00 NO Monday AM extended care	



## 7. How do I register my child(ren) for Extended Care?

Extended Care is available for children in grades 2-8. For each camp week, all Extended Care options, AM only, PM only and BOTH, are listed together in one box (see example above). These boxes are placed underneath the boxes of camps for that corresponding week. You will need to click on one of the options, and then also click “Add to Agenda”. If registering a child for multiple weeks of camp, you will need to select the desired Extended Camp option for each of those weeks, and then “Add to Agenda” as well. If you are registering for a RESIDENTIAL camp, please DO NOT register for Extended Care. Note that RESIDENTIAL camps start Sunday evenings, and all other camps start Monday mornings.

### **8. If I am added to a wait list for a camp, should I still pay for Extended Care?**

No, if you do not get into your preferred camps, simply select the “Pay by check” option on the Payment screen. This will allow your child to stay on the Extended Care roster in case they get in to the camp. If your child gets off the camp waitlist, we will invoice you for both the camp and Extended Care at the same time. If you do pay for Extended Care by credit card, we will refund your payment if your child does not get off the waitlist for that week’s camp.

### **9. How will I know my registration was successful?**

Once registration is complete you will receive a detailed email from Cvent. Please do not respond to that email because it does not connect with our office. The contact for our office is [sciencecamps@science.psu.edu](mailto:sciencecamps@science.psu.edu) or (814)865-0083. More information will be sent to registered families closer to camp time.