



## Setting Up Online Access to Your Shames JCC Account

Learn how to set up online access to your account in order to register for a program, child care program or camp program, check your balance, print child care/camp tax statements and manage your billing methods. When setting up online access, there are three options. Each of these details is listed below.

[Open an account or find your account here to begin.](#)

A screenshot of the Shames JCC online account setup interface. It features three main columns for different user scenarios. The first column is for logging in, the second for finding an existing account, and the third for creating a new account. Each column has a title, instructions, input fields, and a button. A 'Program Search' link is visible in the top right corner of the interface.

I want to sign in to my account	I want to set up online access for my account	I don't have an account, but I want to create one
Email Address <input type="text"/>	If you're a current or past member, or if you have registered for programs in the past, but you haven't set up your online account, select this option to enable your online account. You can use your online account to register for classes, programs and events.	If you've never been a member or enrolled in any of our programs or classes, select this option to create an online account. You can use your online account to register for classes, programs and events.
Password <input type="password"/>	<input type="button" value="Find Account"/>	<input type="button" value="Sign Up"/>
<a href="#">Forgot your password?</a> <input type="button" value="Login"/>		

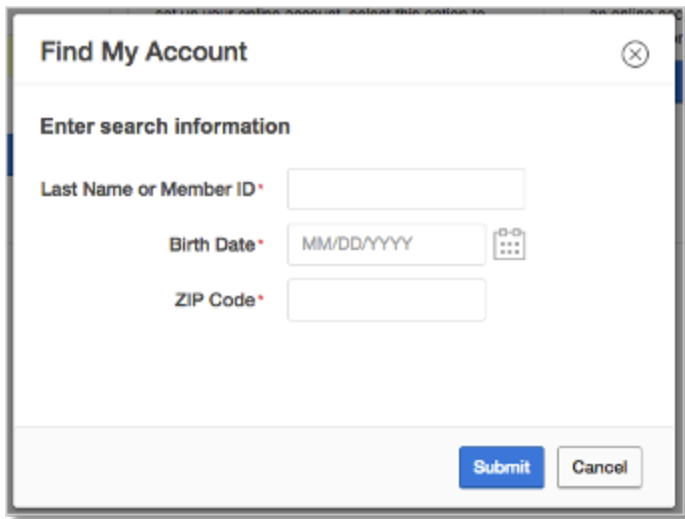
### Login

Use this box (far left) if you have set up access to your online account in the past. If you have forgotten your password, click “Forgot Password” and enter the email address associated with your account. A link to set a new password will be emailed to that email address.

### Find Account

Use this box (middle) if you have registered for a program or membership at any point in the past (even if you did not register online). Click “Find Account” and you will be asked to enter your:


- Last Name or Member ID
- Birth Date
- ZIP Code



**Find My Account** ✕

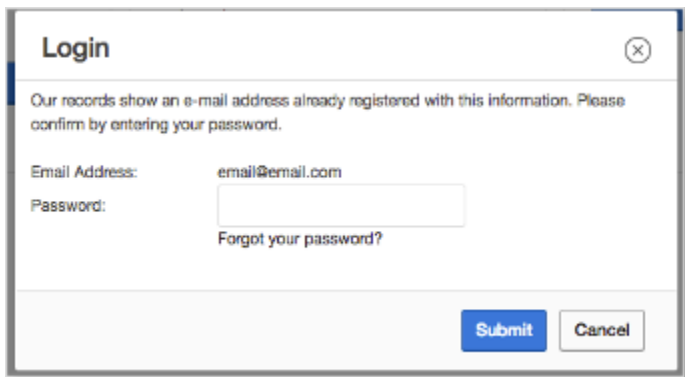
**Enter search information**

Last Name or Member ID\*

Birth Date\*  

ZIP Code\*

If you have set up online access in the past, the system will present you with the following box:



**Login** ✕

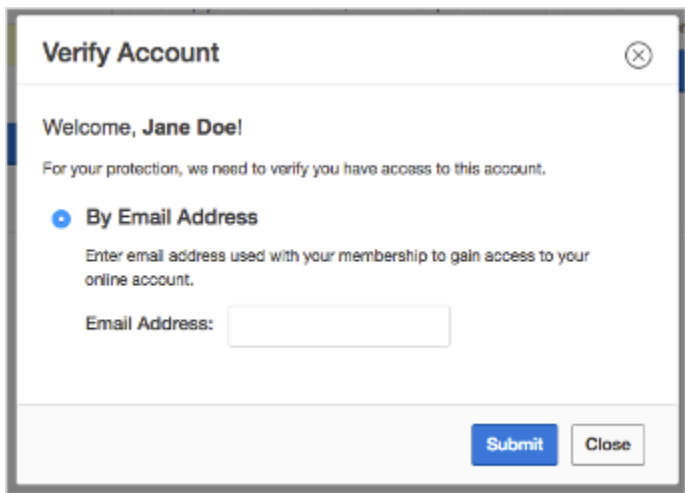
Our records show an e-mail address already registered with this information. Please confirm by entering your password.

Email Address:

Password:

[Forgot your password?](#)

If you have never set up online access in the past, the system will check if you have an email address on file. If you do, the system will present you with the following box:



**Verify Account** ✕

Welcome, **Jane Doe!**

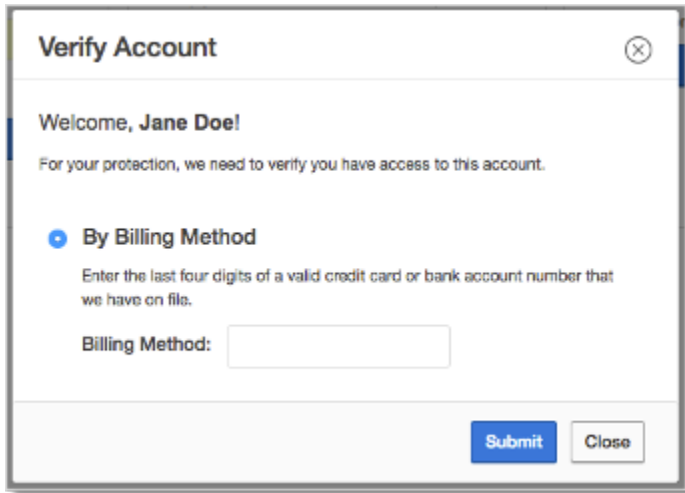
For your protection, we need to verify you have access to this account.

☒ **By Email Address**

Enter email address used with your membership to gain access to your online account.

Email Address:

If you do not have an email address on file, the system will ask you to enter the billing information tied to your account.



The image shows a 'Verify Account' dialog box. At the top, it says 'Verify Account' with a close button (X) in the top right corner. Below that, it says 'Welcome, Jane Doe!' and 'For your protection, we need to verify you have access to this account.' There is a section titled 'By Billing Method' with a blue circular icon. Below this, it says 'Enter the last four digits of a valid credit card or bank account number that we have on file.' There is a label 'Billing Method:' followed by a text input field. At the bottom right, there are two buttons: 'Submit' (blue) and 'Close' (white with a grey border).

Enter your billing information. If you have neither an email address nor a billing method on file, the system will present you with your branch's contact information. The staff from that branch will be able to give you information on setting up online access for you over the phone.

### Sign Up

Use this box (far right) if you have never attended anything at this organization before. You may sign up for a non-paying membership to simply register for a program, child care program, or camp program or a full-paying membership complete with access to the facility and typically special program pricing.

If you have any questions or are experiencing issues, please reach out to [info@shamesjcc.org](mailto:info@shamesjcc.org) or 914.366.7898.