

Hello New Junior Barracuda Families,

We are rolling out a new registration program this session. We expect it to be a smooth transition, and it should be a much more user friendly system for you. However, if anything unforeseen arises, please let us know and we will work to resolve it promptly. We thank you for your patience in the meantime.

Below are some details to familiarize you with the new registration program, Amilia.

(Please note, if your child is enrolled in another program, besides NKB, that uses the Amilia registration program, you can use your existing account.)

It's a new program. While it is on our website, it is a secure, third party program. The program will prompt you to create your account at the time of registration.

(If your child enrolled in another program, besides NKB, that uses the Amilia registration program, you can alternately log into that account when prompted during registration.

What if I am registering more than one swimmer? How will I get my discount? Your multi-swimmer discount will automatically be applied at checkout when you register more than one swimmer at the same time.

What if I have another child on the competitive team? Please email us at jrbarracudas@gmail.com. We will provide you with a coupon for your discount.

Please click on the registration link on our Junior Barracudas page to register. The system will then direct you through the registration process. However, if you have any concerns, please see the attached page for clarifications.

Kindly,
Heather

Nepean Kanata Barracudas
Junior Barracudas
Program Coordinator

Nepean Kanata Barracudas
2018 Winter
NEW: Amilia Registration System

STEP BY STEP DIRECTIONS FOR REGISTERING

- Click over to www.swimNKB.com and select the Junior Barracudas tab to the right of the main picture. Review session details
- When ready register, select **Registration** link below the Junior Barracudas session information.
- When redirected, select **Register** tab if Junior Barracudas – 2018 Winter program is not visible.
- Select **Junior Barracudas – 2018 Winter**
- Review overview information
- Select your swimmer's level
- Select your preferred location
- Select you preferred class
- Review class details and select **Register**
- Select **Create an Account** and follow prompts (or login into existing account if you use Amilia for other programs).
- When box "Participants to Register" appears, select **Add Another Person** at the bottom
- Complete form and select **save**
- When box "This Activity Must be Purchased with One of the Options Below" appears, select **2017-2018 Junior Barracudas Annual Registration Fee** (should be selected already) and select **Continue**
- You should then be brought back to "Participants to Register" screen. Select blue box next to your swimmer's name for the class displayed
- To add another swimmer/another class, select **Continue Shopping** or complete transaction/payment select **Checkout**
 - If registering more swimmers, select **Register** tab and repeat from above, starting with selecting your swimmer's level.
 - To checkout at any time once you have an activity in your cart, select **View Cart** then select **Checkout**
- Review Order and enter any promotion codes as appropriate at bottom.
- Select **Checkout**
- Complete Account Owner Information and select **Continue my Purchase**
- Confirm child's personal information, enter your email address, read and agree to all blue **Read Me** sections, and complete bottom information sections.
- Select **Continue my Purchase**
- Select how you would like to pay – online or offline (Offline means you will drop off a check to the office). Amount must be paid in full in one transaction.
- Complete payment information and select **Complete Purchase**. A confirmation screen will appear and you should also receive an email

If you have any questions, please be sure to contact us at jrbarracudas@gmail.com