



Creating an Account & Adding Family Members

1. To create an account press "Create New Account" button



[Sign In](#) | [Create an Account](#)

[Home](#) [Activities](#)

[My Cart](#)

ActiveNet Login

[Home Page](#) > [ActiveNet Login](#)

Already have an account?

Login

Email

Password

Remember me on this computer?

[Forget your password?](#)

[Login](#)

Don't have an Account?

[Create New Account](#)

2. Fill in appropriate information (Note: Please fill in this information as a parent)

University of Guelph **connect+** Sign In | Create an Account

Home Activities My Cart

Create Account

[Home Page](#) > [Create Account](#)

- 1 name & address
- 2 contact information
- 3 personal information
- 4 emergency contact
- 5 account information

Name & Address

***If you are a University of Guelph student, faculty or staff member, you already have an account. Please click on 'Sign In' and use your University of Guelph email as your login and click 'Forget your password?' to generate a temporary password. To create an account, please provide the following name and address related information. Please note, that to create an account for a child you first need to create an account for an adult.

* First Name

* Last Name

* Street Address

* Country

* City, Province, Postal Code

Add Mailing Address (if different from above)

[Cancel & Return Home](#) [Next >](#)

1. Personal Information including a valid email address

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Contact Information

Required fields are home phone and email for the client being created. Please ensure that a valid email address is entered as this will be used for account verification.

***If you are a University of Guelph student, faculty or staff member, you already have an account. Please click on 'Sign In' and use your University of Guelph email as your login and click 'Forget your password?' to generate a temporary password.

Country Code Canada * Home Phone Extension

Country Code Canada Work Phone Extension

Country Code Canada Cell Phone

Cell Carrier

Yes, I agree to receive text messages
 Yes, I am the main contact for my family

* Email address

Yes! Please email me the latest news and information.
 Yes! Please mail me the latest news and information.

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2. Personal Information (Note: Also information as a parent)

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Progress: 1. name & address (checked) 2. contact information (checked) 3. **personal information** 4. emergency contact 5. account information

Personal Information

For adult accounts, 'Gender' and 'Age Category' are the only fields required.
For children activities, we do require the child's date of birth to be entered.

Role in Family

* Gender

Users must be 13 years of age or older.

* Date of Birth

or Age Category

Medical Alert

Questions
How did you hear about us?

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3. Emergency contact information

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Create Account

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Progress: 1. name & address (checked) 2. contact information (checked) 3. personal information (checked) 4. **emergency contact** 5. account information

Emergency Contact

For any children activities, we require you to enter Emergency Contact information, ideally this should NOT be the parent or guardian. Otherwise, click "Next" to proceed.

First Name

Last Name

Relationship

Country Code Extension

Extension

Extension

[Add another Emergency Contact](#)

[Back](#) [Cancel & Return Home](#) [Next](#)

4. Account information.

If you clicked

“Create Account” please scroll to steps 7 - 11

“Create Account and Add Family Member” repeat steps 2-6 for your camper

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Sign In | Create an Account

Home Activities **My Cart**

Create Account

> Home Page > Create Account

1 name & address 2 contact information 3 personal information 4 emergency contact 5 account information

Account Information

Please enter and confirm the password for the account. Please note that although Login name (email address) is NOT case sensitive, password is.

You will also need to select or enter a security question.

* Email address
creativeparent@outlook

* Password **Contain at least eight characters in length**

* Confirm Password **Contain at least one letter and one number**

Security Question
Please select your question...

Answer

Confirm Answer

By creating an account, you are agreeing to terms of use and privacy rights.

University of Guelph - Connect:
[Terms of Use](#) [Your Privacy Rights](#)

Active Network, LLC:
[Terms of Use](#) [Copyright Policy](#) [Your Privacy Rights](#)

Create Account **Create Account and Add Family Member**

“CREATE ACCOUNT”

5. If you previously clicked on ‘Create Account’ you will need to sign into your email address you provided to activate your account. Upon activating your account you will be prompted to sign back in.

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Sign In | Create an Account

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Create Account

> Home Page > Create Account

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Name & Address

****If you are a University of Guelph user, please use your University of Guelph email address to create an account, please provide your email address. Please note, that to create an account, you must be 18 years of age or older.

Thank You!
Your request for a new customer account has been successfully transmitted.

A Login Name will be sent to you by email.
Your Login Name and password will allow you access to the advanced features of this site after you validate your email address by clicking the validation link.

OK

* First Name

* Last Name

* Street Address

* Country
Select Country...

* City, Province, Postal Code
Province

Add Mailing Address (if different from above)

Cancel & Return Home **Next**

To sign back into University connect:

<https://ca.apm.activecommunities.com/uofgconnect/Home>

6. Main Page provides you with information to register. To add a family member select “Change Information about Family/Friends”

The screenshot shows the University of Guelph connect+ website. The header includes the logo, user name 'Welcome, Creative', and links for 'My Account' and 'Sign Out'. A navigation bar has 'Home' and 'Activities' links, and a 'My Cart' button. The main heading is 'Account Options for Creative Parent'. Below this are three columns of menu items:

- Account Activity**
 - Show Your Daily Schedules
 - List of Prior Transactions
 - List Account Deposits
 - List Account Credits
 - Print Confirmation Card for Current Registrations
 - Print Tax Receipts
 - Print Waivers
- Account Settings**
 - Change Your Password
 - Change Account Address or Personal Information
 - Change Question Answers
 - Change Information about Family/Friends
- Payment Details**
 - Pay on Account
 - List of Account Payments
 - View Account Payment Details
 - Change Auto-Charge Payments
- Online Services**
 - Register for Activities
 - View Your Shopping Cart
 - Manage Uploaded Files
 - Logoff

7. Select “Add New Family Member” at the bottom of the page

The screenshot shows the University of Guelph connect+ website. The header includes the logo, user name 'Welcome, Creative', and links for 'My Account' and 'Sign Out'. A navigation bar has 'Home' and 'Activities' links, and a 'My Cart' button. The main heading is 'Family Members'. Below this is a table with a dropdown menu for 'Parent Family'.

Name	Birth Date	Role	Family
Creative Parent	Jul 9, 1990	Adult / Guardian Parent	Change Authorized Pickups

Below the table, there is a link 'Access My Account' and a button 'My Account'. At the bottom, there is a button 'Add New Family Member'.

- Fill in necessary information about your child and click either "Submit and Add New Family Member" or "Submit"

Add New Family Member

To add a Family Member, please provide the following information.

* - required field

Name

Family: Parent (#432) ▼
 First*: Last*: Parent

Residential Address

Street:
 Country: Canada ▼
 City, Province, Postal Code: Guelph ON N1H 6J2

Mailing Address

Street:
 Country:
 City, Province, Postal Code:

Contact Information

Email Address*:
 Re-enter Email Address*:
 Phone: Home: Canada[+1] () Ext and/or
 Work: () Ext
 Cell Phone ()
 Agree to receive text messages?
 Fax: () Ext

In case of emergency, contact:

Although not required, we strongly recommend specifying at least one emergency contact person.

Your emergency contact(s) should **NOT** be a contact within the same household, but rather an alternate contact in the local area.

PLEASE NOTE: The emergency contact is only contacted if we cannot reach the primary household contact (e.g. parent or guardian) that we already have on file.

1st Contact:
 Relation:
 Phone Home: () Ext
 Other: () Ext

2nd Contact:
 Relation:
 Phone Home: () Ext
 Other: () Ext

Personal Information

Role in Family: Adult / Guardian ▼
 Gender: ▼
 Date of Birth*: Month Day or Age Category ▼
 Customer Type: Customer ▼

Questions

How did you hear about us?

- To change camper information or Authorized Pickup, click on the following.



Family Members

Parent Family			
Name	Birth Date	Role	Family
Creative Kid	Jun 7, 2004	Adult / Guardian Parent	Change Authorized Pickups
Creative Parent	Jul 9, 1990	Adult / Guardian Parent	Change Authorized Pickups

Access My Account