

PLEASE READ!! PYRAMID LIFE CENTER HAS INSTITUTED A NEW ONLINE REGISTRATION PROCESS. THE INSTRUCTIONS BELOW DETAIL STEPS TO REGISTER FOR THE ICC-OLG-ST. JOSEPH'S WEEKEND (OR FULL WEEK) AT PYRAMID LIFE CENTER.

IMPORTANT ... please contact the staff at the Pyramid Life Center directly at 518-585-7545 or <https://pyramidlife.org/contact/> if you encounter any problems. I am not part of the registration process and cannot offer any assistance.

1. Go to pyramidlife.org
I encourage you to return to the pyramidlife.org to learn about the facility and what to expect.
2. From the menu choices across the top of the page, select "The Programs"
3. Under 2022 Season Programs you will see "Parish Groups" Click on "Register"
4. This will take you to a new web page - pyramidlifecenter.campbrainregistration.com
5. You will be asked to create an account if this is your first time registering. Create your account.
6. Start a new application - under "Pyramid Life Center 2022 Family and Youth Programs" click on "start application"
7. Follow the instructions posted and click continue
8. You will now go through a 6-step registration process

STEP 1: Select people you want to register

- Add requested details as prompted
- You can add your entire family or group
- Click continue

STEP 2: Select Sessions

- Under ICC-OLG-St. Joseph's Parish Vacation, click "Add to Cart"
- Then click the specific session(s) that you are interested in.
- Important: you will need to assign a session to each member of your family. All family members are listed in tab form at the top of the "Select Session" box,
- Note: the prices listed here include use of the facility along with food for meals (Friday dinner is not included; you are responsible for dinner)
- Click continue

STEP 3: Fill out Forms

- There are 2 forms to complete
- The "Household Form" asks for parent/guardian information, mailing address, emergency contact information
- The "Waivers & Agreements" is self explanatory
- Click continue after all forms are completed

STEP 4: Choose Payment Option

- Options are "mail a check", "pay in full" via credit card or e-check or "deposit only" via credit card or e-check
- Credit card payments will be assessed a 2% transaction fee

- IMPORTANT: A \$50 non-refundable deposit is required. Full payment is required 2 weeks prior to the start of any program.
- Cancellations must be made two weeks prior to start of program. PLC reserves the right to charge a cancellation fee depending on payment method.

STEP 5: Review and Submit the Application

- When complete, click “submit application”

STEP 6: Confirmation

- You will receive a confirmation notification via email from Pyramid Life Center.

9. When you are done registering, please send a note to the following people:

Weekend: John McGuinness jfmcg.68@gmail.com. Volunteer jobs will be assigned.

Full week or picnic: Mary Bussert bluebyrde1252@gmail.com or bluebyrde52@aol.com