

YMCA Model United Nations Online Payment Process

1. Go to www.ymcamemphis.org
2. Click on **self portal tab** in the middle of the page right under the picture
3. Select Check Out Our Programs
4. Select the tab By Branch
5. Select Association Support
6. Select Teen Programs
7. Select availability beside Middle School Model United Nations
8. Find your school and select add to cart
9. Select go to cart in the box to the right
10. Register **under the student's name**. If they have participated in **any** YMCA program before: Login and put in your password. If you do not recall your login and password select Retrieve Login. (**you must use the email address originally used to set up the account**)
11. If you have NOT participated in any YMCA programs, then select Create a new account
12. Download and Print the important information forms
13. Proceed to check out and enter your credit card information and click check out
14. Print a copy of your receipt, the delegate code of conduct/the permission form.
15. You and your parents need to sign the required forms. Turn the forms and receipt to your advisor.