



Key Information & Important Notes:

- **One Email Per Child:** You **must** use a different email address for each child you are registering. This is crucial for tracking individual registrations and applying discounts.
 - **Separate Registrations for Each Week:** Our system does not allow multiple purchases at once. If you plan to register a child for more than one week, you must complete a separate registration (and payment) for each week.
 - **Promo Codes for Additional Children:** If you are registering more than one child, you will use specific promo codes during the payment process for your second and subsequent children.
 - **Registration is NOT on Canvas:** You cannot register for camps by signing into a Canvas course. All registrations occur through the Rowan Online Professional Development portal.
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Registration Steps:

Step 1: Complete the Google Form for Each Child (Pre-Registrants Only)

- If you are a pre-registrant, you should have received an email with a link to a new Google Form.
- **For *each* child you are registering, you must complete this Google Form:**
<https://forms.gle/cYiM1JqwhXiu3Zmz9>
- This form includes important waivers and instructions. **Remember to use a *different* email address for each child on this form.**

Step 2: Access the Camp Listings & Begin Registration

- Once the Google Form is completed for your child, navigate to the main camp listings page: <https://onlinepd.rowan.edu/browse/edusummercamps>
- **Recommended Process for Multiple Children/Weeks:**
 - **Child 1:** Register your first child for ALL desired weeks (e.g., Week 1, Week 2, Week 3, etc.) by adding each week's listing to your cart individually and completing the checkout process for that child.
 - **Child 2 (and subsequent children):** After successfully registering your first child, you will repeat the process for your second child, using a *different email address* and applying the provided promo codes during the payment step.



Step 3: Register for Specific Weeks (Example Links)

- You will need to register for each specific week your child will attend. Here are examples of direct links to specific weeks:
 - Camp EduAdventure: Week 3 - (M-F) - 5 day option:
<https://onlinepd.rowan.edu/browse/edusummercamps/courses/camp-eduadventure-week-3---m-f---5-day-option>
 - Camp EduAdventure: Week 4 - (M-F) - 5 day option:
<https://onlinepd.rowan.edu/browse/edusummercamps/courses/camp-eduadventure-week-4---m-f---5-day-option>
- All available camp listings can be found here: <https://onlinepd.rowan.edu/>

Step 4: Creating/Logging into Your Account (Important)

- When prompted to register for a listing, you may need to set up or access your account on the Rowan Online Professional Development system.
- **Please navigate to:** <https://sites.rowan.edu/rol/login.html>
- **Select "Log IN" under "External Users."**
- **DO NOT attempt to log in under "Existing Rowan Account."**
- **If you do not have an account or have forgotten your password:**
 1. On the login page, select "Forgot Password?".
 2. Enter the email address you are using for the current child's registration.
 3. Choose "Request Password."
 4. **You will receive an email (this could take up to 30 minutes)** allowing you to recreate your password.

Step 5: Payment and Promo Codes

- After completing the form and selecting the camp week(s), you will be guided to pay for your registration.
 - **If you are registering a second (or subsequent) child, please apply your individualized discount code during the payment process.** Your discount code should have been provided to you separately (e.g., in the pre-registration email or on the Google Form confirmation). If you did not receive a code and you believe you should have, please email eduadventures@rowan.edu.
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Troubleshooting & Further Assistance:

- **Password Reset Issues:** If you are not receiving the password reset email, please check your spam/junk folder. Remember it can take up to 30 minutes.
- **Multiple Child Registration Issues:** Ensure you are using a *different email address* for each child and completing a separate registration process for each.
- **Promo Code Issues:** Double-check that you are entering the correct promo code for the specific child and situation (e.g., first child vs. second child).
- **Any further inquiries or persistent issues:**
 - Please create a service ticket here: <https://support.rowan.edu/sp>