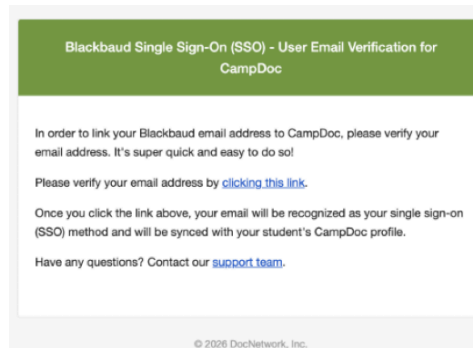
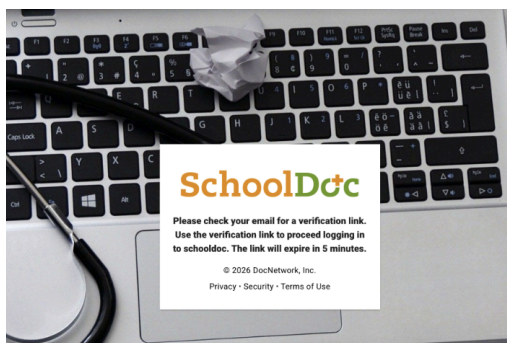


How to use CampDoc at Peck

For PEP and Summer Camp Registration

Step 1: Open CampDoc from the [Parent Portal](#). The first time you access CampDoc, you'll be asked by SchoolDoc to verify your email address.



Step 2: Confirm that you can see your child(ren): Once verified, you will be connected to your family's CampDoc account. You may see your child(ren) now; that means the connection is working. PEP classes will not be available to select until registration opens.

Step 3: When Registration Opens, Register for PEP Classes. Return to CampDoc through your Peck portal and choose the child you are registering. Then follow the steps below.

Choose your child and open the "Registration" section.

1. **Choose "Register for a New Section" and select your child's current grade.** Then click **"Continue"** at the bottom to see the PEP classes available for that grade. *You can only register one child at a time.*
2. **Choose your class(es).** You'll see dates, prices, and remaining spots for each class. Registration is first-come, first-served, and your spot is not secured until you complete registration.

Before you continue: CampDoc allows you to select classes that meet at the same time, so please double-check class times to avoid scheduling conflicts.

3. **Review and complete your registration.** Double-check your class selections and times, complete the authorization, and submit your registration. PEP fees will be added to your Blackbaud Tuition Management account.
4. **Complete your child's Health Profile.** You may receive an email from CampDoc prompting you to complete this before classes begin. Open the **"Health Profile"** section to add emergency contacts and any known allergies. **You do not need to complete the "Trusted Contacts" section.**

Need help? Contact CampDoc at SchoolDoc Support at 734-619-8300 x2 or support@schooldoc.com.