

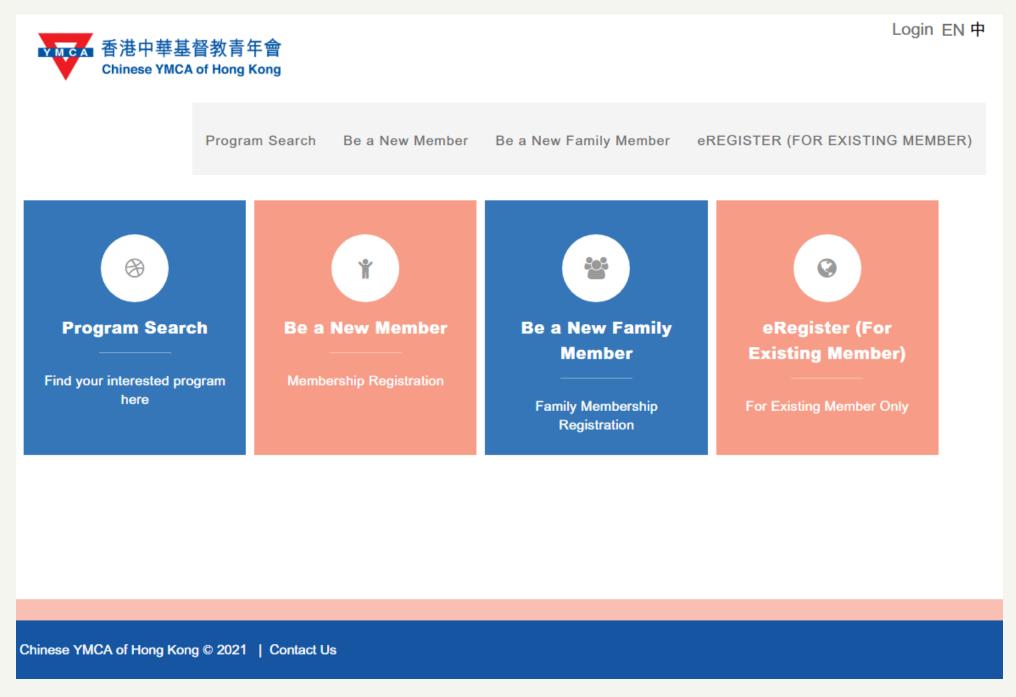
# ONLINE REGISTRATION INSTRUCTION

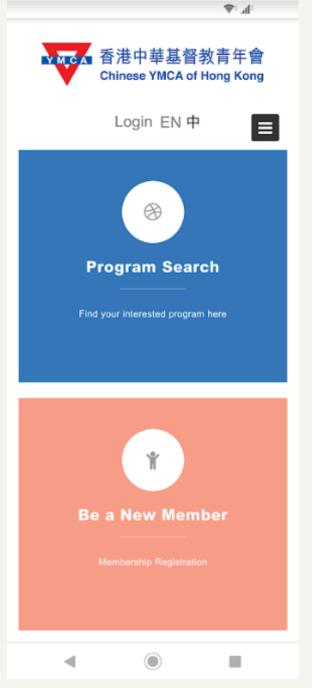
(VISA/MASTERCARD PAYMENT ONLY)



#### Please visit the website below:

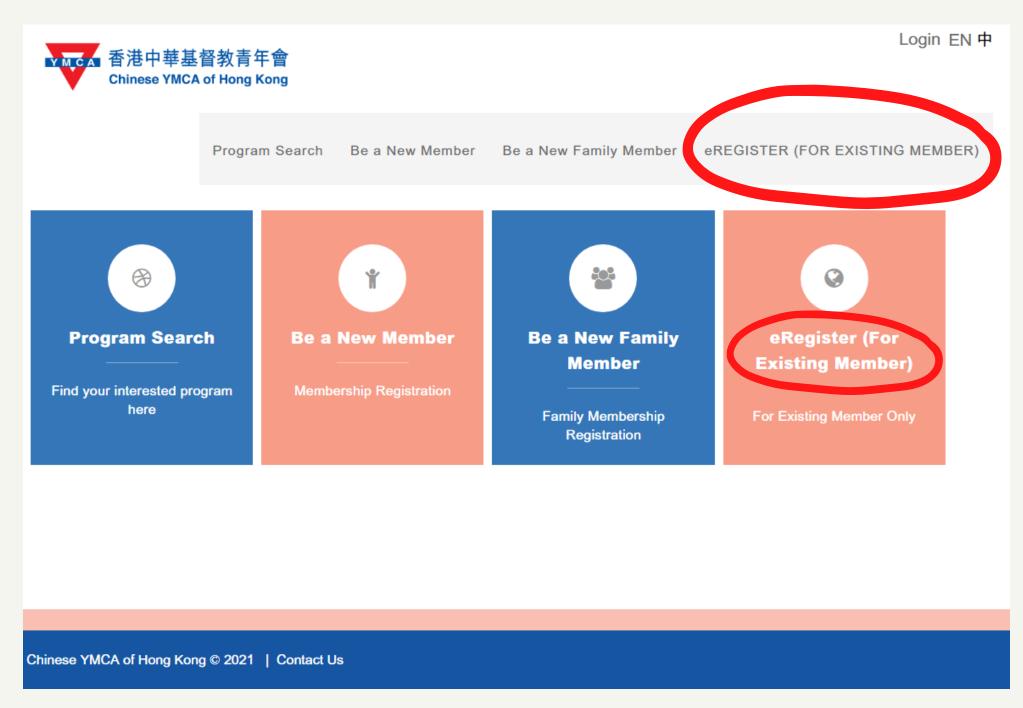
https://portal.ymca.org.hk/

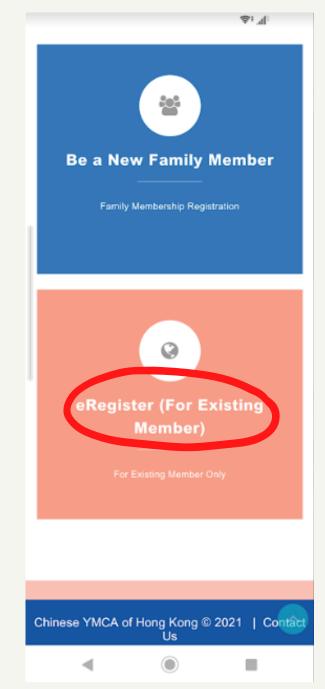






## If you are a current member, please click "eRegister (For Existing Member)"

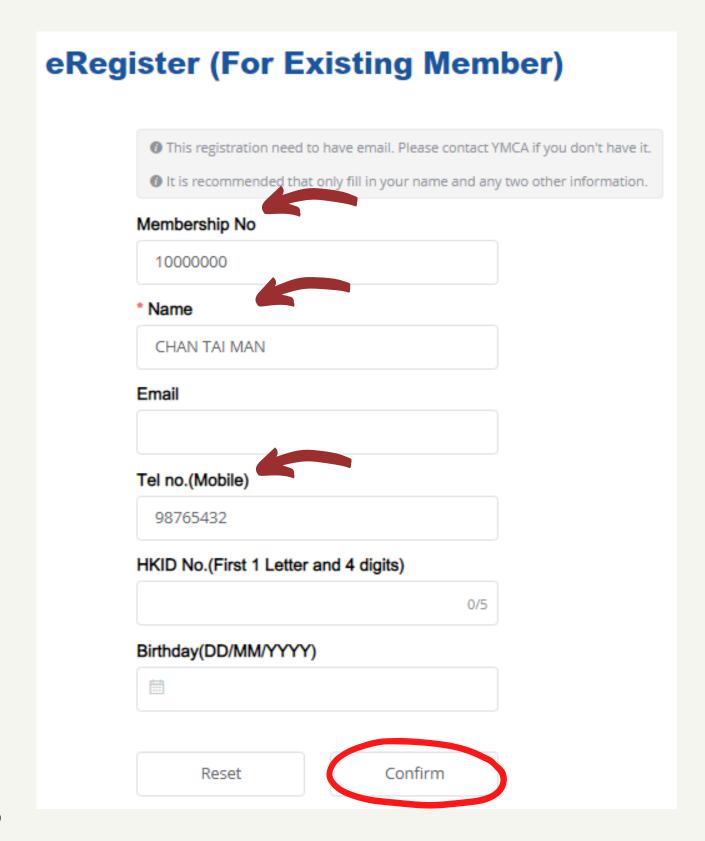




Tap the words to enter



#### You must enter your Name\* + at least 2 other items



- The data you enter here must be consistent with the record in our database.
- It is advised <u>NOT to enter your email here</u>.

#### Example:

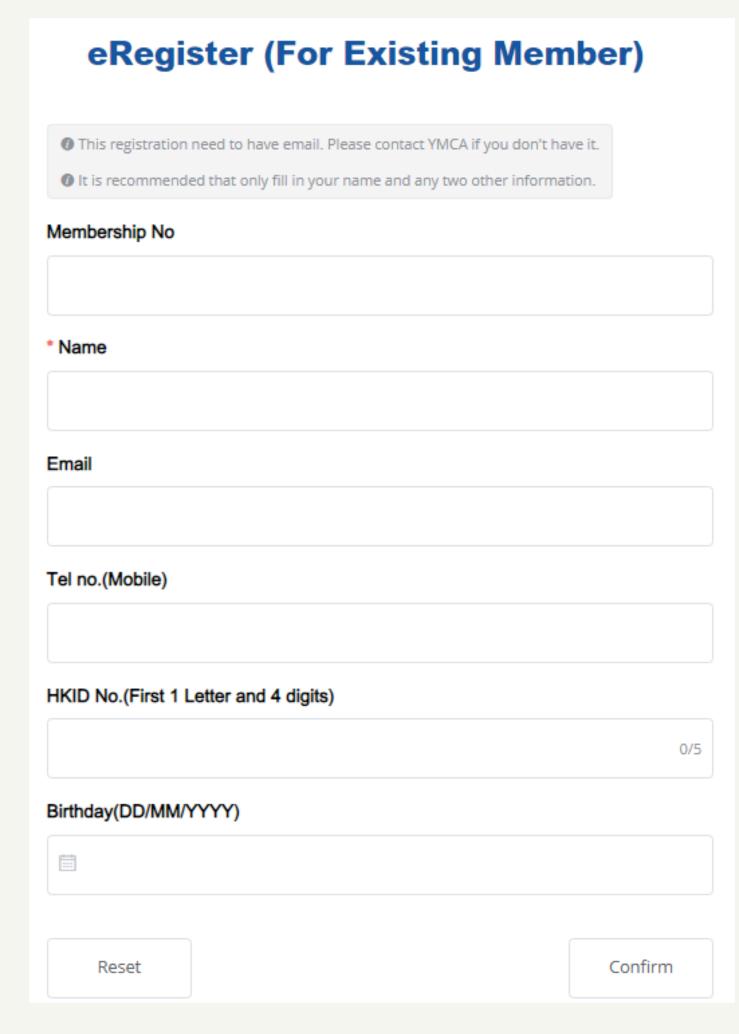
Enter

"Name" + "Membership No." + "Tel no.";

or

"Name" + "Tel no." + "Birthday"

Leave the other fields blank. Click "Confirm"





### Frequently Asked Questions

Current membership status cannot be registered

Your membership has expired.

Do not enter "Membership Number" here.

Try using your Name\* + 2 other items(Tel/ DOB/ ID no.)

No corresponding CRM user was found

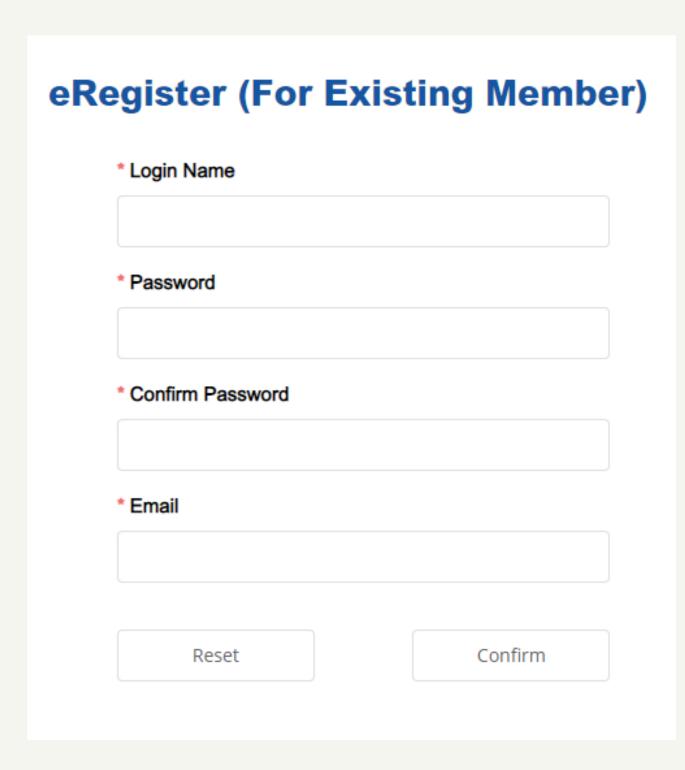
Please check if the data entered is accurate.

Try using your Name\* + 2 other items(Tel/ DOB/ ID no.)

If you still cannot proceed, please contact us at 2540 0526 to verify your record in our database.



#### Set "Login Name" and "Password" for your online account



"Login Name" must be composed of 6 to 12 English letters or numbers.

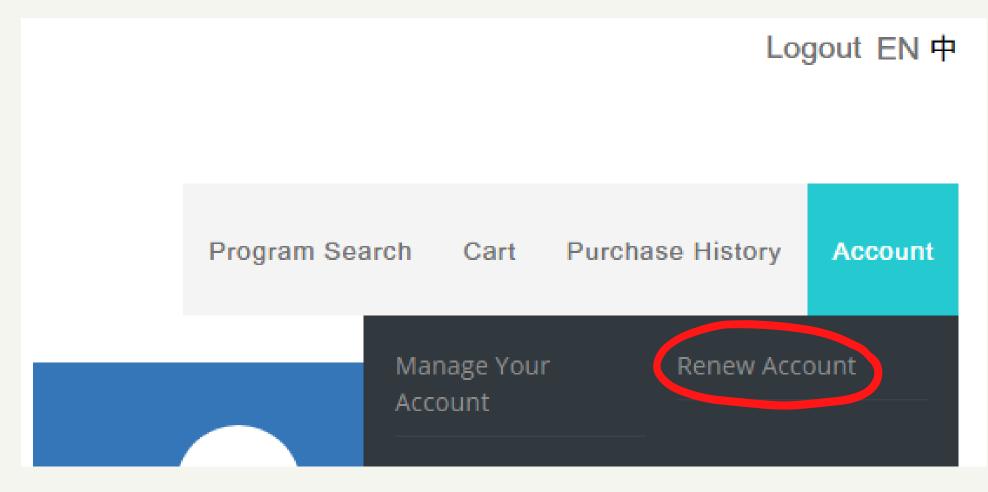
"Password" must be composed of 8 to 12 English letters and numbers, case sensitive.

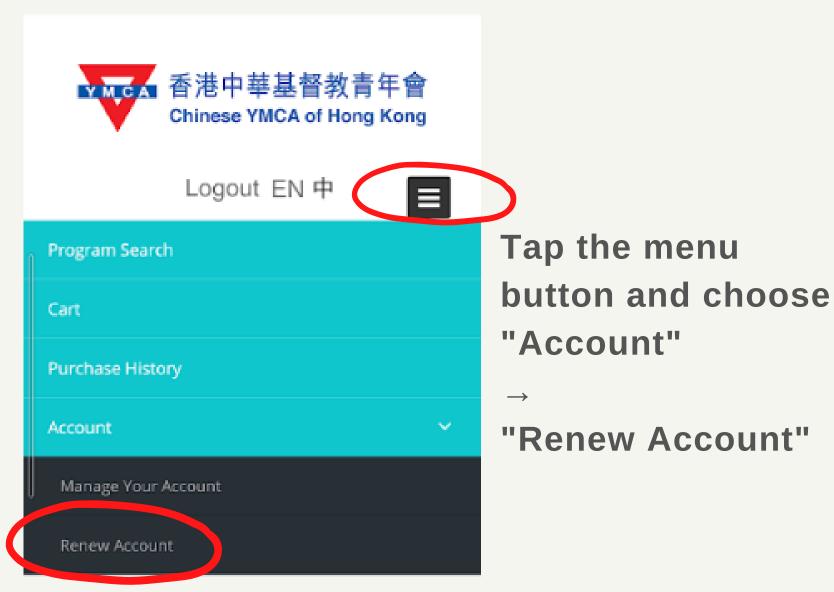
to receive notifications, confirmation, receipts, or to reset password

"Email"



### For membership renewal, please click "Account" → "Renew Account"



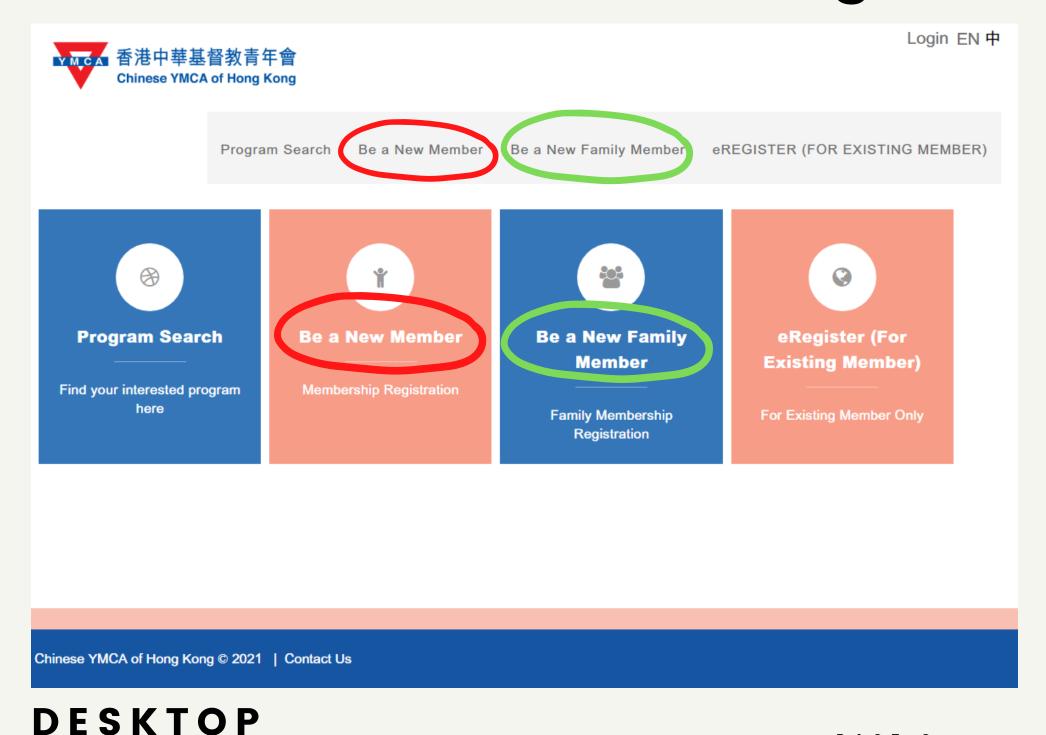


**DESKTOP** 



## If you are not a member yet, please click "Be a New Member" / "Be a New Family Member"

to register





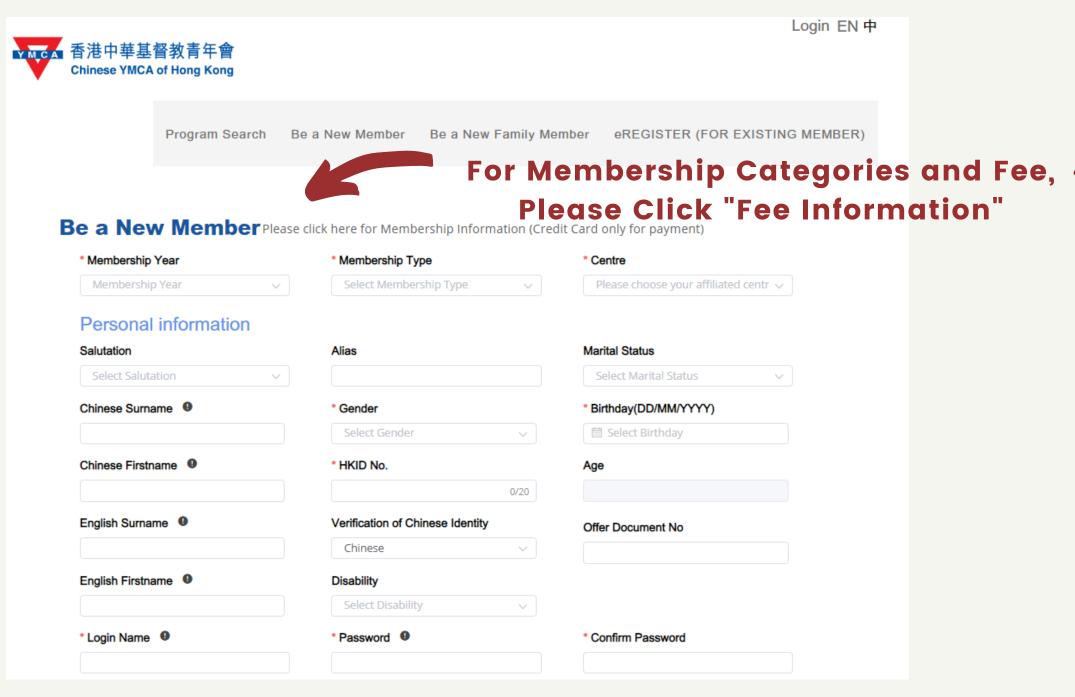
Be a New Membei

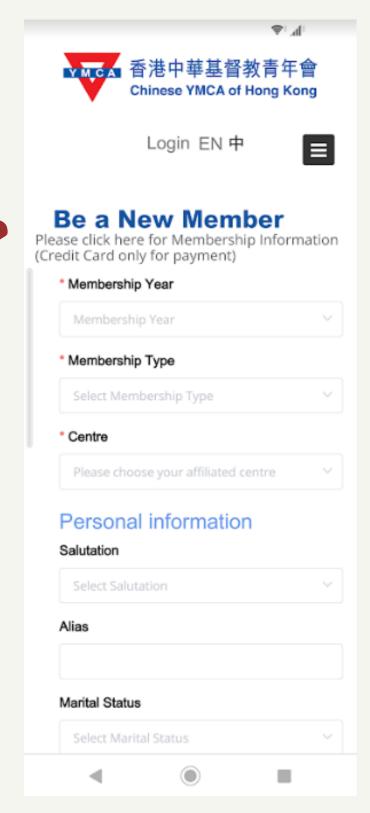
Be a New Family Member

Family Membership Registration



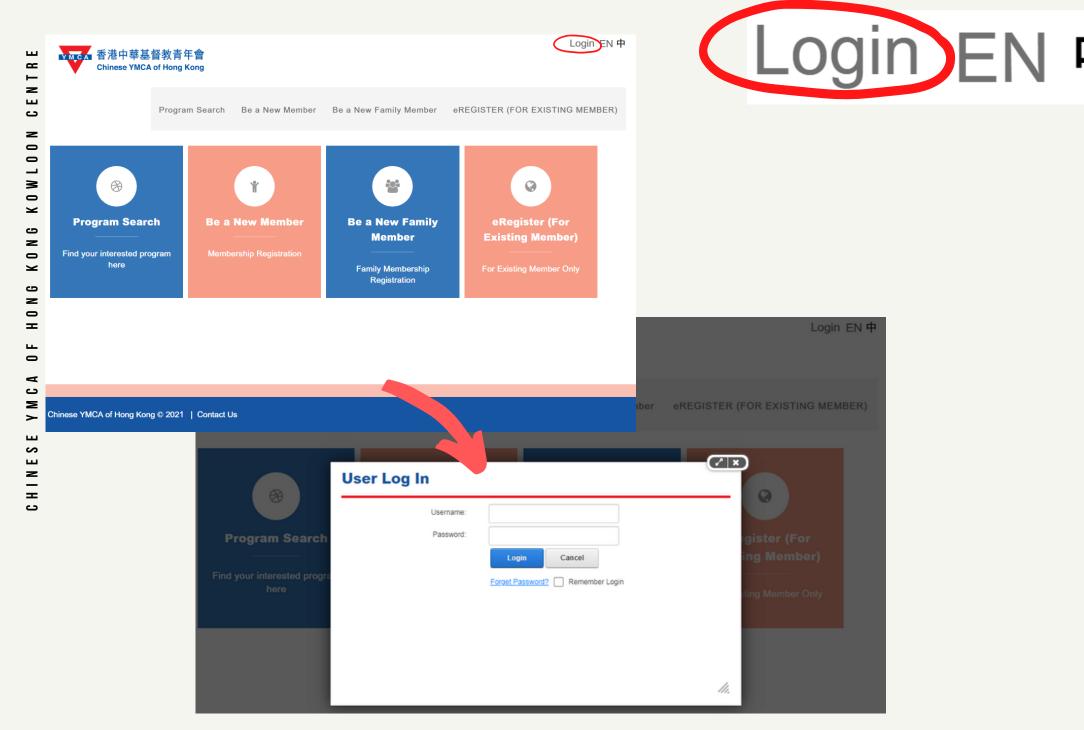
## Fill in the information, then proceed with the payment.

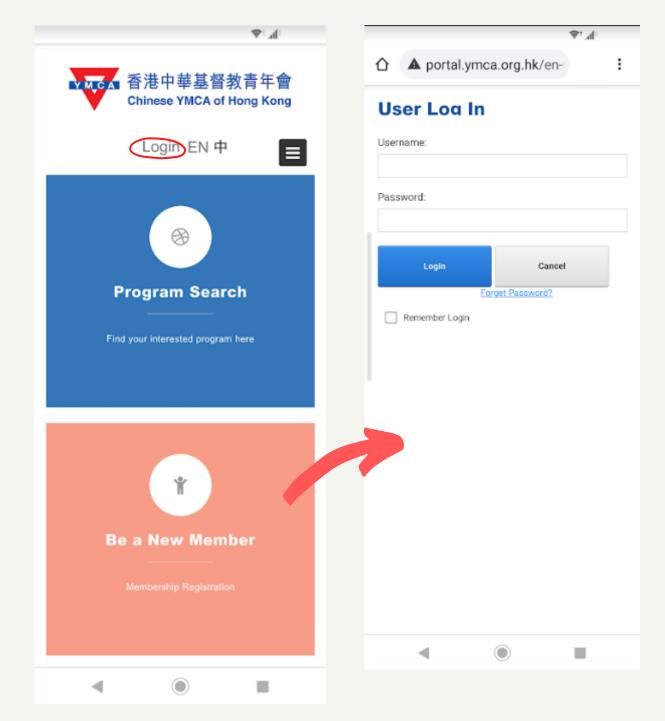






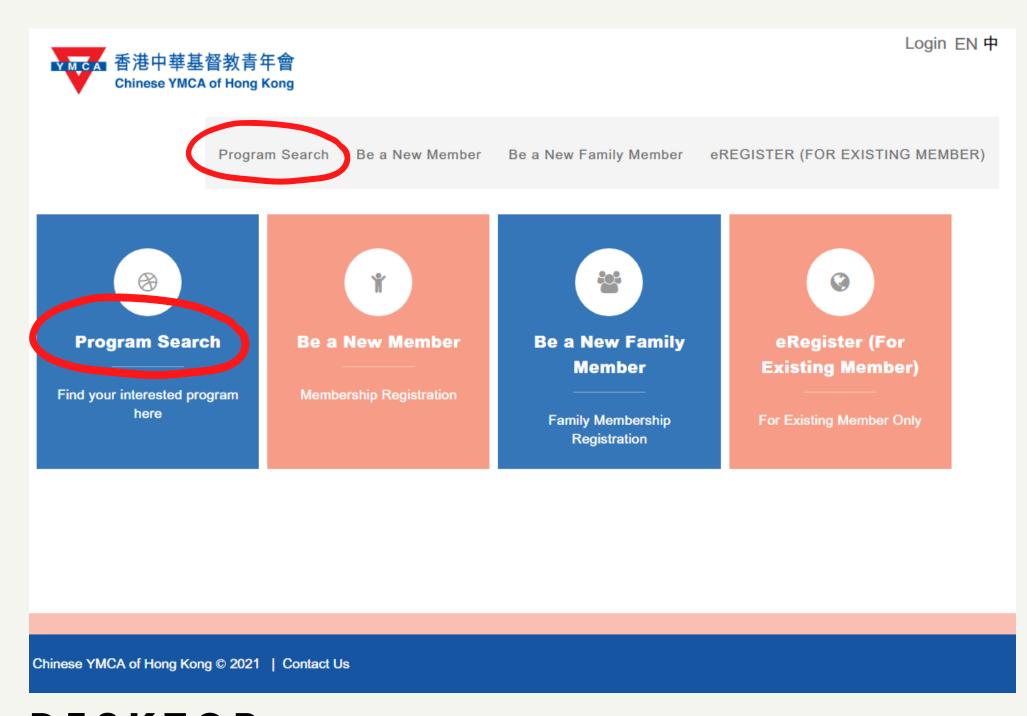
Once you have registered for your online account, you may login here directly in the future.

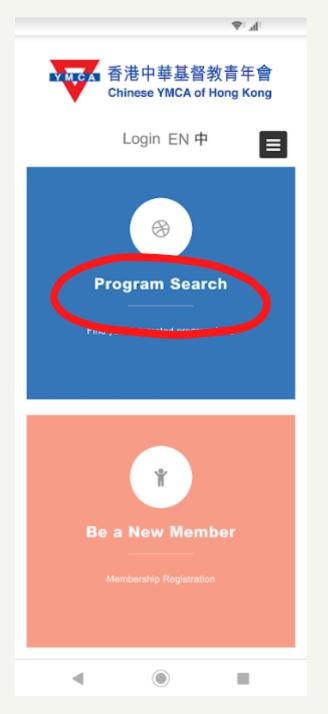






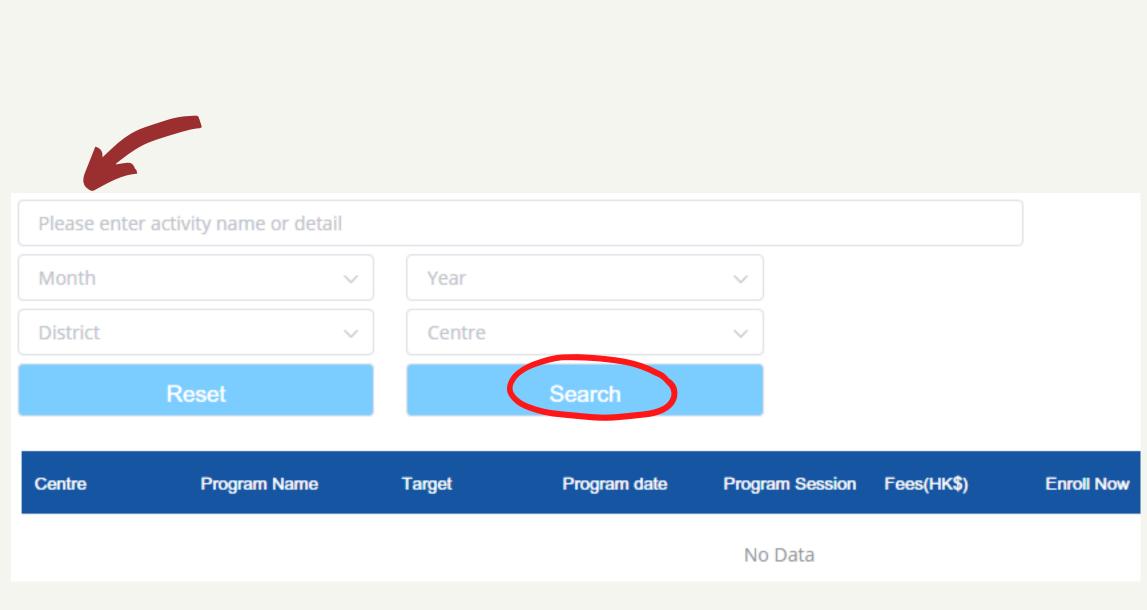
### To enroll in a Program / Training Course, click "Program Search"

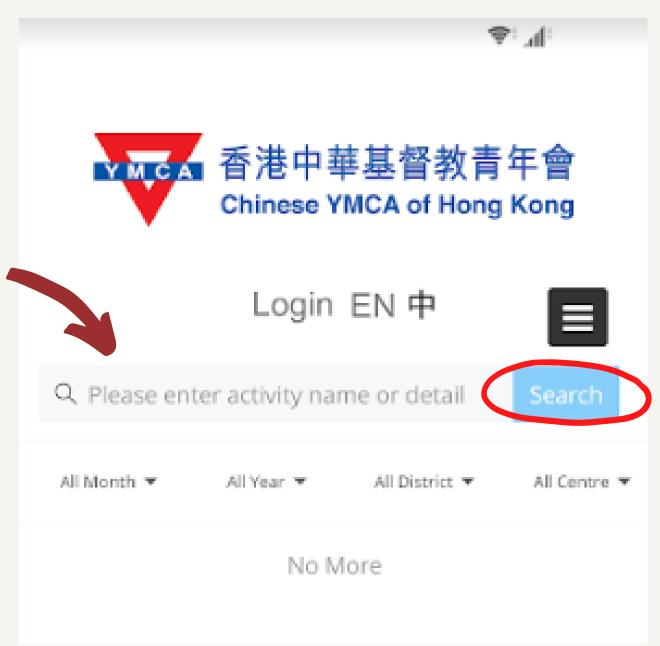






### Enter "Course Code" and "Search"





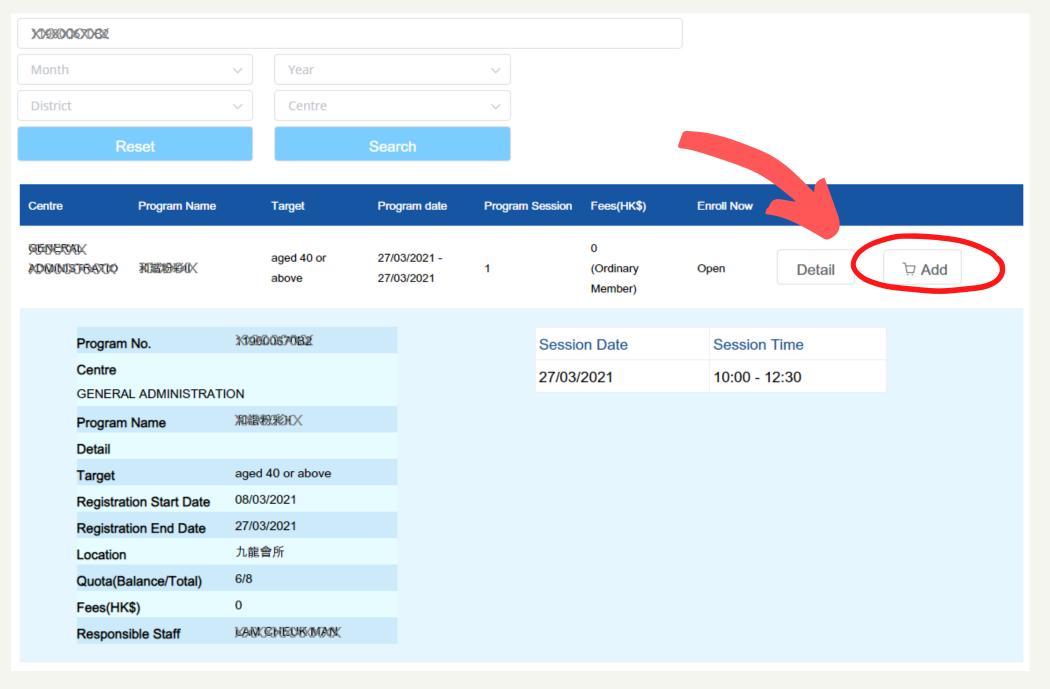
**DESKTOP** 

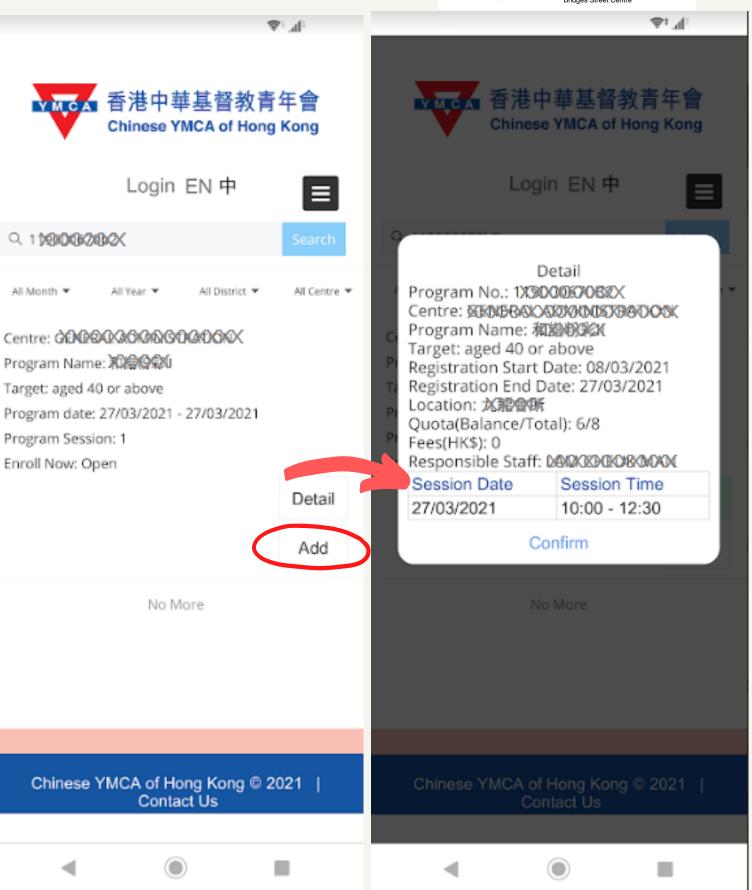
#### 香港中華基督教青年會 Chinese YMCA of Hong Kong 必列者士街會 Bridges Street Centre

### Choose "Detail" for particulars Choose "Add" to select the activity you want.

You will see

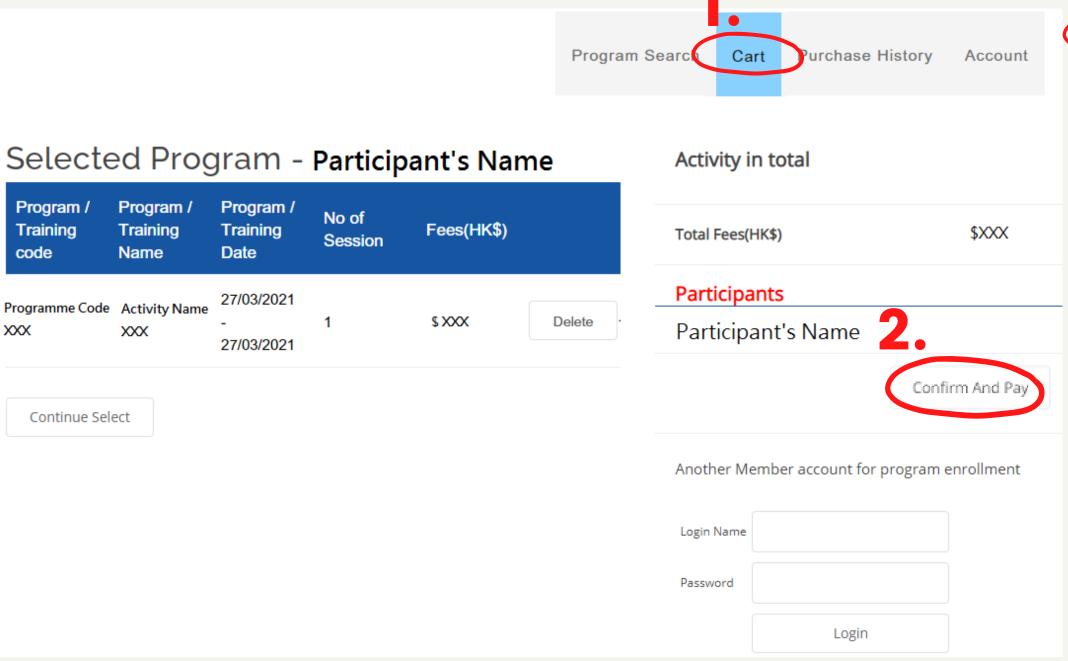
Program is added to ShoppingCart successfully.

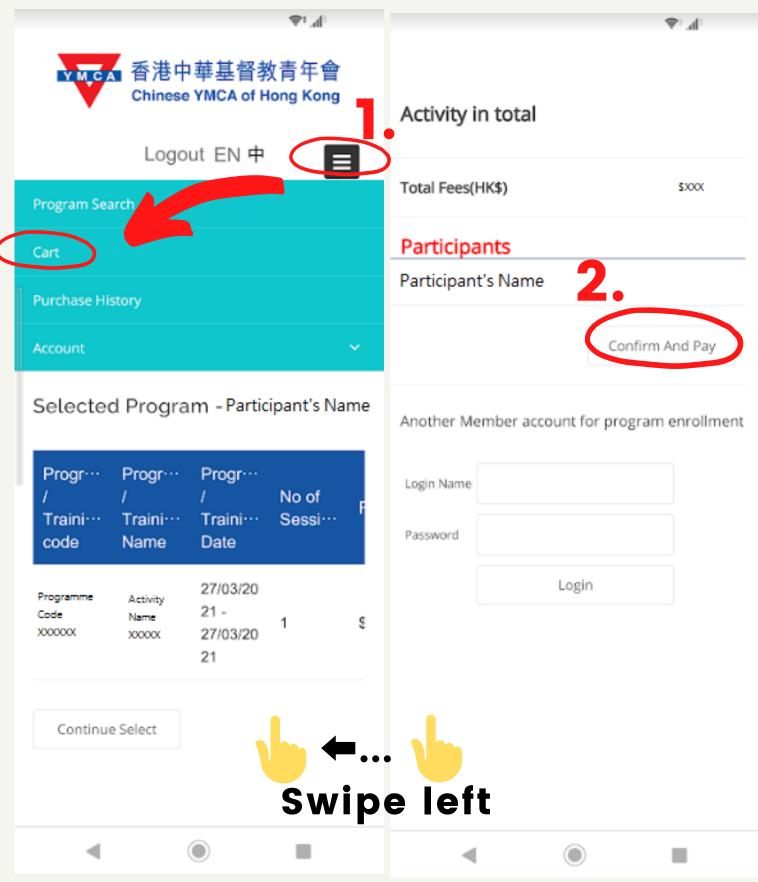






Please check all the details. If the details are correct, you may click "Confirm And Pay" to proceed





### Check the box after reading the terms and conditions to confirm → "Confirm and Pay"

I have read and agreed to all terms and conditions, and confirm the above information is true. This application may be cancelled if any false information is found.

Confirm And Pay

Follow the instructions to proceed with the payment

### Frequently Asked Questions

### 1. Login Status

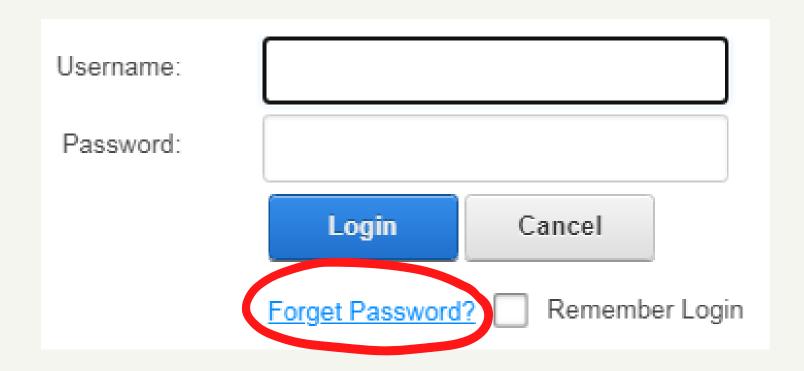


Logout EN中 You have already logged in. Choose"Logout" to logout your account.



Login EN中 You have not logged in. Choose "Login", enter your "Username" and "Password" to login your account.

### 2. Forget Password



**Choose "Forget Password"** Enter your "Username" to reset

If you have forgotten your Username, please call 2540 0526 for assistance



### ENQUIRY: 2540 0526