

## **How to Register for Boys and Girls Club** ***DeSmet Clubhouse***



**BOYS & GIRLS CLUB**  
**OF MISSOULA COUNTY**

Thank you for your interest in registering for our Afterschool Program of 2019-20. We are thrilled to be launching our 6<sup>th</sup> Clubhouse at DeSmet School this school year! And, thanks to community partners, the DeSmet Afterschool Club Program will be free to all youth! Registration for Afterschool Club, however, is still required for all kids for safety reasons. Registering is easy and only has two steps, but please email [john@bgcmissoulacounty.org](mailto:john@bgcmissoulacounty.org) or call our office at 406-542-3116 with any questions.

### **Step 1: (REQUIRED)**

Complete the '**Online Registration**' form found on our website. This form is only available online and not for print out. [www.bgcmissoula.org/register-for-after-school-club](http://www.bgcmissoula.org/register-for-after-school-club)

### **Step 2: (REQUIRED)**

Fill out and turn in the '**Schedule and Payment**' form that is found on our website to be printed. Send either by scanning it and emailing [john@bgcmissoulacounty.org](mailto:john@bgcmissoulacounty.org) or dropping it off at our office in the City Life Center. (1515 Fairview Ave)

*Please note: Because the DeSmet Club program is free, you do NOT need to provide your banking information. Instead, ONLY the first section of this form, the child's weekly schedule, is required.*

This form is available to download and print on our website by using the link in Step 1.

### **After Steps are Followed:**

#### **When Will I Know My Child's Spot is Secured?**

- After we receive both the web registration form and 'Schedule and Payment' form, we'll process your registration. You will receive a Confirmation Email once your application has been reviewed and accepted within 3-5 business days.

#### **What if I need to register more than one person?**

- Please submit a separate application for each child you are registering.

**IMPORTANT:** Submission of your application does not guarantee that your child has secured a spot in the after-school program. All incomplete and/or unsigned applications will not be accepted and will be immediately discarded. Please be sure to fully complete the application prior to submission.

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We're excited to welcome new and returning members to another awesome year of After School Club for 2019-20. Please send any feedback regarding the registration process to [john@bgcmissoulacounty.org](mailto:john@bgcmissoulacounty.org).