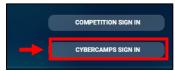
The instructions below outline the registration process for becoming an AFA CyberCamp host organization. If you need assistance during this processes, call (877) 885-5716 or email afacybercamps@uscyberpatriot.org.

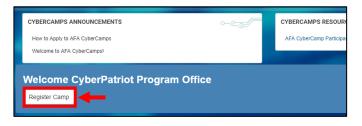
Registering a Camp / Becoming a Camp Host

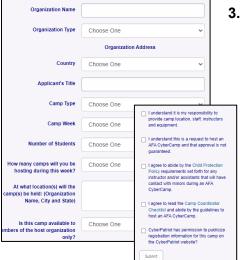
- **1.** Sign in to your AFA CyberCamp Dashboard from the <u>CyberPatriot</u> website homepage (CyberCamps Log In button)
 - If you are a returning volunteer, log in to your AFA CyberCamp Dashboard using your existing username and password.
 - If you don't already have an account, first complete the Volunteer Registration Form





2. Scroll down to the "Welcome" section and select *Register Camp*. The deadline to register a camp is May 1, 2026





- **3.** Complete and submit the camp registration form (only click the *submit* button once). Be sure to:
 - Select the correct camp type (standard or advanced curriculum)
 - Select the correct week in which you plan to host the camp.
 - o If you plan to host camps at several locations during the same week, you only need to complete this registration form once; however, if you plan to host camps during multiple weeks, you must complete a new registration for each week you plan to host a camp. You must also pay for each week you register a camp.

Your CyberCamp will appear on your dashboard in the *Camps Registration* section once submitted.



4. Within 2-3 business days, you will receive an email with instructions on completing the Nondisclosure Agreement (NDA) and Memorandum of Understanding (MOU / Contract). You may also be contacted by our staff if there is an issue with your registration.

Review the NDA and MOU and email signed copies to <u>afacybercamps@uscyberpatriot.org</u>. Copies of the NDA and MOU can be downloaded on the CyberCamps dashboard.



5. Within 1-2 business days of receipt of the signed copies, your camp will be officially approved, and you will receive a confirmation email.

At this time, you will be able to complete the following tasks from your dashboard:



- Edit Camp Registration: Make changes to your registration information (address, number of students, number of camps). Grayed-out items can only be changed by request.
- Request Fee Reduction: A limited number of fee reductions are offered to organizations with minimal funding (must meet a strict set of criteria). Fee reductions are not guaranteed.
- Pay Camp Invoice: Submit payment by credit card for the registration fee.
 - Check payments are also accepted. Remit to address on invoice.
 - Send POs to AFACyberCamps@uscyberpatriot.org.
 - Payment is due August 14, 2026
- Camp Invoice: Access a PDF copy of your CyberCamp invoice (available once approved)
- Camp Receipt: View a copy of your receipt (available once payment is received)
- Camp Instructors: Add contact information for instructor(s) (if somebody other than yourself will be instructing the camp). This helps ensure important camp information is shared with these individuals.

