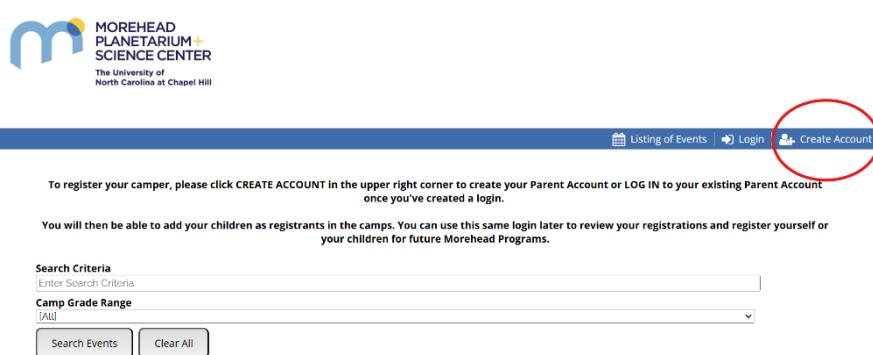


2026 Summer Science Camp Registration Guide

Create your “Parent” Account

1. After clicking on the “register for camp” button or using your early-access link for Members or UNC staff, you’ll arrive on Morehead’s camp registration site, and you’ll see the list of available camps.
2. **Before clicking on a camp to register for**, you’ll need to create your “parent” account in your name. To do so, click on Create Account in the top right. If you click on a camp to register for without clicking create account, you’ll be automatically redirected to create an account or login first.



The screenshot shows the Morehead Camp Registration website. At the top, there is a logo for 'MOREHEAD PLANETARIUM + SCIENCE CENTER' and a subtext 'The University of North Carolina at Chapel Hill'. Below the logo, there is a navigation bar with links for 'Listing of Events', 'Login', and 'Create Account'. The 'Create Account' button is circled in red. The main content area contains instructions for creating a parent account and a search criteria section with fields for 'Search Criteria' and 'Camp Grade Range' (set to 'All').

3. Fill out information as the parent/guardian: (your “Parent” Account that you’ll use to register your campers)

Please create your account below. You will use this log-in to view and manage your registration history.

Password Requirements

Password must be at least 8 characters/numbers.
Password may not contain the word 'Password'.
Password may not be the same as the Login ID.
Quotations cannot be used in your password.
Password must contain at least 1 letter and 1 number.

* First Name	<input type="text"/>
* Last Name	<input type="text"/>
* Email Address	<input type="text"/>
* Password (see password guidelines above)	<input type="password"/>
* Retype Password	<input type="password"/>
* Phone Number	<input type="text"/>
* Address	<input type="text"/> Address Line 2
* City	<input type="text"/>
* State/Province/Region	<input type="text"/>
* Zip/Postal Code	<input type="text"/>

4. Click “Save Changes and Create Account” button
 - a. This will bring you back to the main page and should have your name in the header: “Welcome, NAME”

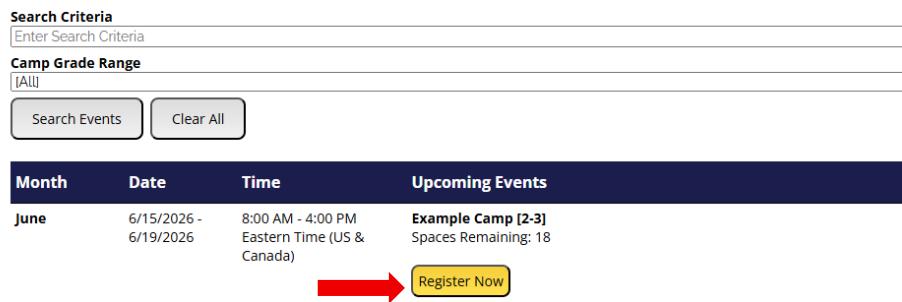
Registration Steps

1. After you're logged in under your "parent account" click on "Listing of Events" on header if you don't see the list of camps



The screenshot shows the Morehead Planetarium + Science Center website. The header includes the 'Welcome' link, a red-circled 'Listing of Events' link, 'Pending Registrations: 0', 'My Account', and 'Logout'. The 'Listing of Events' link is highlighted with a red circle.

2. Filter list of camps by grade or keyword. (Camps will display spaces remaining)



The screenshot shows a camp search results page. It includes a 'Search Criteria' section with a text input 'Enter Search Criteria' and a 'Camp Grade Range' section with a dropdown set to 'All'. A red arrow points to the 'Search Events' button. Below is a table with columns: Month, Date, Time, and Upcoming Events. One row shows 'June' from '6/15/2026 - 6/19/2026' at '8:00 AM - 4:00 PM Eastern Time (US & Canada)' for 'Example Camp [2-3]'. A red arrow points to the 'Register Now' button in the 'Upcoming Events' column.

Month	Date	Time	Upcoming Events
June	6/15/2026 - 6/19/2026	8:00 AM - 4:00 PM Eastern Time (US & Canada)	Example Camp [2-3] Spaces Remaining: 18 Register Now

3. Click "Register Now" for selected camp.

4. Discount Code (if applicable)

- a. If you have a Membership or UNC Faculty/Staff discount code, **you must input the discount code for EACH camp registration**. It does not carry over for the entire cart or auto populate when registering the camper for more than one session.
- b. The discount code is at the TOP of each registration form.
- c. Members and eligible UNC Faculty/Staff will have received the UNC discount code when receiving the early registration link. If you are a Member or UNC Faculty/Staff member and didn't get your link or discount code, you can contact the Summer Camp office (mpsc_camps@unc.edu, 919.843.7334) or box office (mpsc_tickets@email.unc.edu, 919.843.7997) to receive these. UNC Faculty/Staff will need to provide their PID number to verify employee status in the UNC directory.

DISCOUNT CODE

If you have a discount code for this registration, please enter it below.

Discount Code:

5. After adding any discount code, enter your camper's info in the form for the camp.
 - a. Required questions on the registration form are red and have an asterisk *
 - b. For email/phone, be sure you list either *your* email/phone, or whichever email/phone you want to use for getting confirmation emails and/or calls about the camp registration.
 - c. Once you register your camper for one session of camp, future registrations will auto-fill with the answers you used in previous sessions. *Reminder: discount codes will NOT auto-fill and need to be typed in each time.*

All questions marked by an asterisk are required
 Event Name: Example Camp AM (K-1)

CAMPER NAME & INFORMATION

Please fill out the following fields to register your camper for this event. For email address, list the email at which you'd like to receive confirmation messages for this registration.

*Camper First Name: _____
 *Camper Last Name: _____
 *Phone Number for Confirmations/Notifications: _____ (xxx-xxx-xxxx)
 *Email Address for Confirmations/Notifications: _____
 *Retype Email Address for Confirmations/Notifications: _____
 *Camper's date of birth: mm/dd/yyyy
 If the camper has any dietary considerations or food allergies, please describe: _____
 If the camper has any accessibility considerations or additional special needs or requests, please describe: _____

PARENT/GUARDIAN INFORMATION & AUTHORIZED ADULTS FOR PICKUP

Please provide contact information for the camper's parent(s)/guardian(s). Both parent(s)/guardian(s) will be authorized to pickup the camper, and will be listed as emergency contacts.

Please do not list more than 3 additional adults for pickup authorization. If you need to change your list of authorized adults after registration, you can contact the camp.

NOTE: ANY adult picking up the camper - INCLUDING PARENTS - must show photo ID before children will be released to the adult.

*Parent/Guardian 1 - Name: _____
 *Parent/Guardian 1 - Phone: _____
 *Parent/Guardian 1 - Email: _____
 Parent/Guardian 2 - Name: _____
 Parent/Guardian 2 - Phone: _____
 Parent/Guardian 2 - Email: _____

(example registration form)

6. Camper Demographic Questions – These questions are used for reporting purposes only. All questions are either optional or include a “prefer not to answer” option.

CAMPER DEMOGRAPHIC QUESTIONS

Information has no bearing on the camper's eligibility to participate in this program, and is for evaluation and reporting purposes only.

In what ZIP code does this registrant live? _____

*What is this registrant's gender? Girl
 Boy
 Non-binary
 Not listed
 Prefer not to answer

This registrant's ethnicity? (Select all that apply.): Arab, Middle Eastern, or North African
 Asian or Asian American
 Other _____

7. Click Submit to add the registration to your cart after completing all the registration questions.
8. On the cart page, choose an option to checkout, register others, or return to the session list. You can also select a camp registration in your cart to edit your responses on the registration form.
 - a. “GO TO CHECKOUT”
 - b. “Register Another Individual for the Same Camp”
 - c. “Return to Summer Camp Session List” (register for a different camp)

Options	Name	Events	Status	Balance
Edit Cancel	Kelvin Spokesbot	6/15/2026 - Example Camp [2-3] (PMPINCSMCP)	Pending	\$375
<small>Balance Due: \$375</small>				
GO TO CHECKOUT Register Another Individual for the Same Camp Return to the Summer Camp Session List				



Check Out / Payment

1. Once you have all camps in your cart, select **GO TO CHECKOUT**.
Note: If you have applied a discount code, the prices in the cart will include your discount, but the discount itself will not be listed in the cart as a separate item. On your receipt/statement page, the discounts will be listed individually as a “special discount”.
2. **Carts will expire after 60 minutes.** Any unpaid camps in the cart will be cancelled.
3. Click “Pay with Credit Card” to transfer to the secure payment page


Payment


**MOREHEAD
PLANETARIUM
+
SCIENCE CENTER**

Payment Information * Indicates required information

Total: \$337.50

Payment Method:

Account Information * Indicates required information

Credit Card Type:

Account Number:

Expiration Date: /

Security Code:

(Secure Payment Page example)

4. DO NOT HIT BACK or navigate away from the payment page or reload the page until payment is complete. If you do so by mistake, return to the camp registration page/site, and access your cart (you may be asked to log-in again). You should be able to return to the secure payment from your cart.
5. If you encounter an error that says “google reCAPTCHA failed to load” after submitting payment, please wait at least 30-60 seconds for the page to load/attempt to complete the transaction. In our experience, this error seems to appear when the payment site is working a bit slowly and the payment will usually go through after a few moments.
6. If you experience issues with the payment portal in particular, please contact our business manager, Richard Watt (919.843.3522, rwatt@email.unc.edu, 9a-4p) for assistance.
7. Once credit card info is processed, your STATEMENT page should appear

**Morehead Planetarium & Science Center -
UNC-CH**

250 East Franklin Street
Campus Box 3480
Chapel Hill, NC 27599-3480
Phone: 919-962-1236 Email Address: mpsc_tickets@email.unc.edu

DATE: 1/21/2026
INVOICE NUMBER: I801981-34596
TO: Kelvin Spokesbot
EVENT: Example Camp [2-3]
EVENT DATE: 6/15/2026

Description	Amount
Example Camp [2-3]	\$375.00
Special Discount	(\$37.50)

(Example Statement)

8. You should then receive email confirmations from the moreheadplanetarium@learningstream.com email address:
 - a. Thank you for registering (one email received for *each* camp registered)
 - b. Statement with Camp Registration listing all camps and paid amount
 - i. This statement will include our TAX ID on the page if you need to use it for childcare expenses on taxes.
9. You will also receive an automated email from our secure credit card processor, Touchnet, with a copy of your credit card receipt.