Registration Instructions for Sunshine Summer Camp

Program flyers are available on our website www.sunshinefl.com

REGISTRATION INSTRUCTIONS FOR:

Ivanhoe CC, Pine Island MPC and Shenandoah Park

- Go to Sunshine's parent portal system, EzChildTrack www.ezchildtrack.com/sunshineasc/parent/
  - If you are a returning Sunshine registrant, please sign in.
  - If you are NEW to Sunshine, click "Register" under "Open Account" and follow the instructions to create your account.
- Select the program that you are registering for and begin the registration process.
- Make sure to have your child's Student ID number and the names and phone numbers for all persons who will be listed on your child's emergency/pick up list. If your child does NOT have a student ID number, please use your child's first and last name up to 10 characters.
- You will be able to enroll all children in your family on the same registration.
- In order to finalize your child's summer camp registration, your registration fee payment is required at the end of the registration.
- After your registration has been submitted and if you need to add/remove persons on your child's "Authorized Pick Up List", please call us at 954-236-8850 or email us at administration@sunshinefl.com. For verification, make sure to have your family password listed on the registration.

REGISTRATION INSTRUCTIONS FOR:

Broadview, Colbert, Coral Cove, Dolphin Bay, Royal Palm and Sea Castle Elementary Schools

- Go to The School Board of Broward County's registration portal, PDMS https://pdmsweb.browardschools.com/PDMSPPOSummerRegistration
  - A "NEW" application is required for every summer / after care term.
  - Select "UPDATE AN EXISTING REGISTRATION" only if your child has already been approved for this current summer camp term and you need to add/remove additional persons on your child's "Authorized Pick Up List". You will need to have the family password that you entered on your initial registration in order to make these changes.
- Make sure to have your child's Student ID number and the names and phone numbers for all persons who will be listed on your child's emergency/pick up list. If your child does NOT have a student ID number, please use your child's first and last name up to 10 characters.
- Once you have submitted your child's registration, it will allow you to add additional children to the same registration.
- If you are registering for Broadview, Colbert, Royal Palm or Sea Castle, you will be required to upload income verification and provide us with your child's last 4 digits of their SSN.
- Once you receive the approval email, please log into Sunshine's Parent Portal, EzChildTrack www.ezchildtrack.com/sunshineasc/parent/ to make your registration fee payment. Registration fee payment is due within 48 hours of approval.

IMPORTANT INFORMATION FOR ALL LOCATIONS:

- Please be advised that your child CANNOT begin attending Sunshine Summer Camp until your registration is reviewed and approved, which will take at least 3 business days. An email will be sent to you once your child has been approved.
- If your location of choice is currently full, you will be notified by email and your child will be placed on a waiting list. We will contact you once space is available.

If you have any questions, feel free to contact us at administration@sunshinefl.com or call us at 954-236-8850