



How to log in to the Parent Portal and register for ABC Athletics

How to Create a New Parent Portal:

1. On our website www.poweroftheclub.org click on the parent portal link in the upper right-hand corner, orange button
2. Click on the “Sign Up” link, Fill out the information for the primary contact (adult)
3. Click Submit and complete the hCAPTCHA
4. You will now receive an email from the Parent Portal with a link to set up your password for the first time. Click this link and set up your password. (Check your spam folder or search “Parent Portal” to find the email)
5. After setting up your password you will automatically be logged into your parent portal account
6. The next time you login, you will use your email address as username and then the password you created

How to Register for ABC Athletics

1. Once you login to the Parent Portal – on the home screen
2. Click on Register for Programs – click View
3. Ensure your location is set to Schweitzer
 - a. Above the Categories column there will be a Current Location: ... line if it does not say Schweitzer, click the change link
 - b. Select Schweitzer
 - c. Select Save Club
4. Click on Sports Programs in the Categories list
5. Click on the blue Options button
6. Click Enroll for the Session time you are wanting, click next (towards top of screen)
7. Add members to your household, use the following answers to complete the form:
 - a. Grade: Preschool
 - b. School: Other
 - c. School Lunch: Not Eligible
8. Answer any questions that are required and empty, then click next
9. Read and Sign contracts
10. Review your summary page and click next
11. Follow the payment prompts. When the transaction is complete, you can email yourself a receipt.
12. You are registered and will receive a confirmation email with information regarding ABC Athletics.