

How to Create a Community Pass Account

Step 1: Go to <https://register.communitypass.net/YWCAEvanstonNorthShore> and click “Create an Account.”



Welcome to YWCA Evanston/North Shore's program registration system.

Create an Account

If you do not already have an account, please click the button below to create an account and register for a program.

[Create an Account](#)

Existing Users

Please Log In

Username

Password

[Log In](#)

Step 2: Fill in all the information to create your account. You can also choose to receive emails from our organization (if you are the primary contact, you will automatically receive receipts and alerts via email).

Create an Account

Please fill in the fields below to create your account.

PLEASE NOTE: If you already have a CommunityPass account from another community, please use your existing username and password to [log in](#).

Having trouble creating an account? [Click here](#)

Log In Information

Username *

Password*

Re-Enter Password*

Step 3: Accept the Privacy Policy on the following page.

Accept **Decline**





[Cancel](#) [Finish](#)

Step 4: From your homepage, click “View Account.”

YWCA Evanston/North Shore [Visit Website](#)


[Click Here to Register](#)

Useful Links

-  **VIEW & PAY BALANCES**
-  **VIEW REGISTRATIONS**
-  **MESSAGE CENTER**
-  **VIEW ACCOUNT**

Step 5: Click “Add Child” next to the heading “Individual Information.”

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My Account

- Account Information** >
- View/Pay Balances
- View Registrations

View Account


Below you can view the information related to your account. If you would like to update the profile information for any of the account individuals, including email addresses and phone numbers, please click "Edit" next to the individual in the list below.

Individual Information [Add Adult](#) [Add Child](#)

Step 6: Enter in all the following information to add a child to your account.

Add New Child

To add a new child, please fill in fields below. If the child you are adding is not a family member but resides with the family, please choose "Non-Family Member" in the "Relation" field. Required fields are in red.

First Name:	<input type="text"/>	Last Name:	<input type="text"/>
Relation:	<input type="text" value="Family-Member"/>		
*Birthdate:	<input type="text" value="ex: 01/01/2010"/>	*Gender:	<input type="radio"/> Male <input type="radio"/> Female
<p>*Birthdates cannot be changed once entered. To correct an incorrect birthdate, contact your organization. Click here for customer service information.</p>		<p>*Genders cannot be changed once entered. To correct an incorrect gender, contact your organization. Click here for customer service information.</p>	
Current Grade:	<input type="text" value="--Please Select--"/>		
for School Year 2019-2020 			

Any Questions? Contact communitypasssupport@ywca-ens.org