



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## WHAT IS A YMCA ACCOUNT?

A YMCA Account gives you access to leadership development resources, your transcript, elearnings, frequently requested program certification information, and links to other tools.

Not everyone needs access to all the Y's resource through Exchange. So a YMCA Account is designed to give access to the important resources and tools that everyone associated with the Y may need.

If you do not have access to Exchange, when you sign in you'll see:

## WELCOME TO YOUR YMCA ACCOUNT

① **Request Access to Exchange** - Access to Exchange is limited to YMCA staff, volunteers and retirees.

① **Learning & Career Development Center (LCDC)**

Content has been moved to the new LCDC site. Please visit LCDC to:

- Find a scheduled YMCA class or event
- Find descriptions and requirements for YMCA courses
- Find Course revisions for trainers
- Link to online classes including New Employee Orientation
- Find aquatics and health and well-being certification information
- View upcoming YMCA regional training events
- Complete the Team Leadership Certification Test
- View/Print your Training Transcript

### Tools

① **Apparel Store**

① **Brand Resource Center**

① **Program Store**

## Create a YMCA Account

1. Go to [yexchange.org](http://yexchange.org) or [www.services.ymca.net](http://www.services.ymca.net) You will see the SIGN IN TO MY ACCOUNT page.
2. Click the **Click here to register** link under New Account.
3. Fill out the appropriate information.



### REGISTER A NEW YMCA ACCOUNT

|   |  |
|---|--|
| Email   | Use an email address to which only you have access. This account is associated to your personal information such as your individual training transcript. |
| <input type="text"/>  |  |
| First name  |  |
| <input type="text"/>  |  |
| Last name   |  |
| <input type="text"/>  |  |
| Last 4 SSN (Needed to link Training and Employment history) |  |
| <input type="text"/>  |  |
| Birthdate (mm-dd-yyyy)                                      |  |
| <input type="text"/>  |  |
| <input type="button" value="Next"/>                         |  |

4. Verify your information.
5. Choose the YMCA with which you are affiliated by **entering the city and/or state.**
  - Note: If you are not affiliated with a Y you can click the **I am not affiliated with a YMCA** button.
6. Click the **Find Your YMCA** button.
7. Click the **select** button next your YMCA..

## REGISTER A NEW YMCA ACCOUNT

Email userreg12@theymca.net  
First name Register  
Last name Test  
Last 4 SSN 8888  
Birthdate 8/8/1988

### Find your YMCA by City and/or State

City  
zrer

State  
▼

Find Your YMCA

No YMCAs were found. Please try again.

### For Unaffiliated or Student Users

Certain users, such as training students, may not be affiliated with a YMCA. If you select "unaffiliated" you can still access Y training classes, transcripts and some other Y resources like the Brand Resource Center.

I am not affiliated with a YMCA

- 8.
9. On the next screen, create a password.
10. Read and accept the **Posting and Use Rules** and the **Terms of Use**.

## REGISTER A NEW YMCA ACCOUNT

Email userreg12@theymca.net  
First name Register  
Last name Test  
Last 4 SSN 8888  
Birthdate 8/8/1988  
Association **Y Services Corporation (6500)**

New password  
\_\_\_\_\_

Confirm password  
\_\_\_\_\_

I have read and accepted the **Posting and Use Rules** for a YMCA Account.

I have read and accepted the **Terms of Use** for a YMCA Account.

Create my YMCA account

YMCA Accounts are for YMCA students, YMCA volunteers and staff only.

The public, including YMCA members and vendors doing business with YMCAs, should visit [www.ymca.net](http://www.ymca.net) to learn more about the YMCA.

11. Click the **Create my YMCA account** button. The following screen will appear:



**Congratulations! You've successfully registered for a  
YMCA Account.**  
**[click here to login.](#)**

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For assistance, **email** or call 800-872-9622.

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12. When you will be taken to the YMCA Account Home page or you can click Home at the top of the page.