RAMP – INSTRUCTIONS – ENGLISH

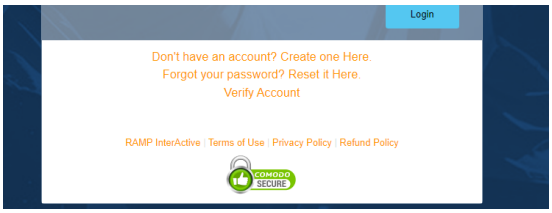
Here's the link to register:
Club de Canoë-Kayak de Pointe-Claire : Enregistrements RAMP (rampregistrations.com)

Once you click on the link, you should see this:

ONCE, YOU ARE ON THE WEB SITE:

You will be invited to log in. Put in your email address and password (see in the picture above). It's the same login information as last year.

- If you don't remember your password, click on '' Reset it Here'' .
- If this is your first time, you will need to create an account.



If this is your first time using the CKPC site to register, you will need to create an account. Select the create an account button and follow the instructions. After you create an account, you can log.

Once logged in, you will see three different types of registrations. You will need to select "participant".

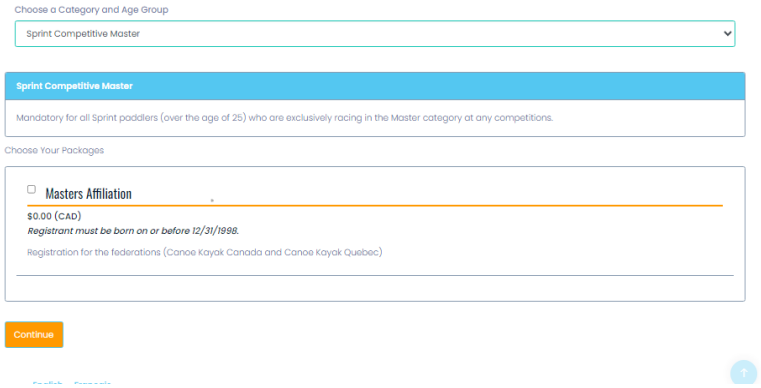
On the participant's registration page, there is three boxes (see the example below):

- Choose season *(Number 1)*
    - Select **2026** season (Only season available)
- Choose family member to register *(Number 2)*
    - Select add family member – athletes

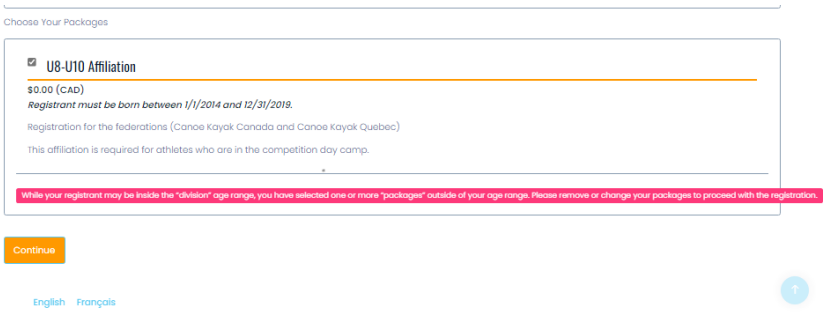
      OR
    - Fill out the athlete's information.
    - Do not fill out the NCCP number.

- Choose a Category and Age Group *(Number 3)*
    - Sprint Competitive
        - **U10 (U8-U10)**: Athlete must be born between 01/01/2016 and 31/12/2024.
        - **U12:** Athlete must be born between 01/01/2014 and 31/12/2015.
        - **U14:** Athlete must be born between 01/01/2012 and 31/12/2013.
        - **U16:** Athlete must be born between 01/01/2010 and 31/12/2011.
        - **U18:** Athlete must be born between 01/01/2008 and 31/12/2009.
        - **Junior/Senior:** Athlete must be born between 01/01/1995 & 31/12/2007.
        - **Masters:** Athlete must be born on or before 31/12/2000.

    - Check off the only package on there (Affiliation and Age group)



If a pink message appears, you are registering are child or yourself in the wrong category and age group. (See example below).

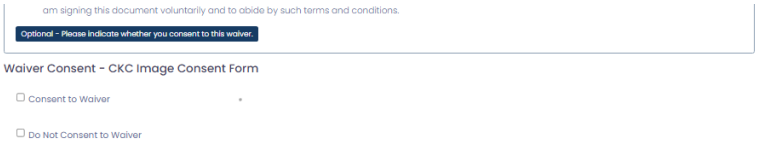


Once you are in the right age category, don't forget to press "continue". The following page appears automatically. This page has all the waivers, consent forms, and acknowledgement from CKPC, City of Pointe-Claire, CKQ, and CKC. By signing this page, you will consent to photos being taken by the city of Pointe-Claire, Canada Kayak Canada and Canoe Kayak Quebec as well as agreeing to the respect our integrity policy and code of conducts.

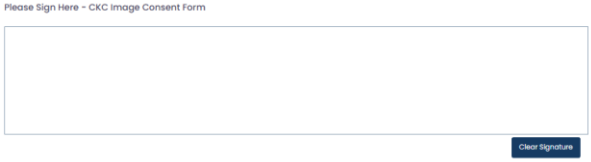
**There is a lot of information and details in those documents made by CKQ and CKC, please, take the time to read them carefully.*

It should look like this;

- The first is the image consent form for Canoe Kayak Canada
    - You must select either "Consent to Waiver" or "Do not Consent to Waiver"
      If you select "Consent to Waiver", a box will appear – you must sign it.



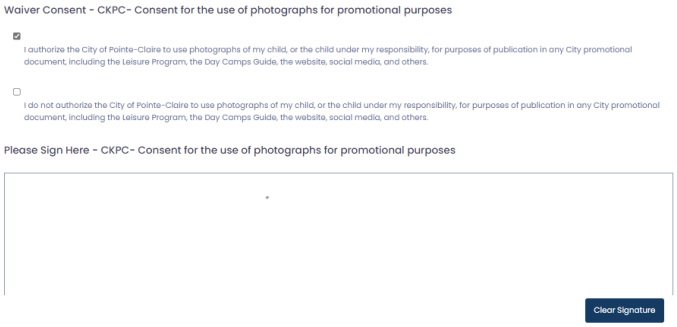
If you select consent to Waiver, a box will appear – you must sign it. (see below).



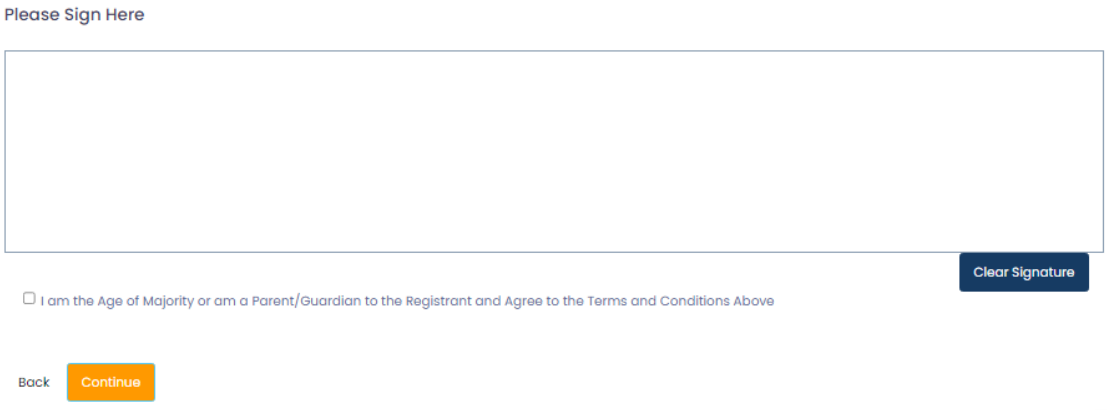
- Following this will be two additional waivers for CKC.
    - There is no box to check or to sign.
- CKQ has both affiliation forms and an integrity policy form for 2026
    - There is nothing to fill out.
- The waiver and consent form from CKQ is about photo consent.
    - You must select either “Consent to Waiver” or “Do not Consent to Waiver”
        - No signature required.

- The last waiver is a consent form from CKPC and the city of Pointe-Claire about photo consent.
    - You must select either Consent to Waiver or Do not Consent to Waiver

If you select consent to Waiver, a box will appear – you must sign it.

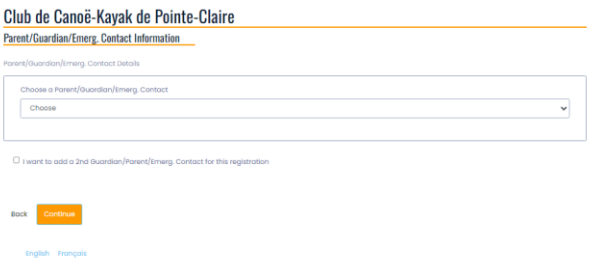


IMPORTANT : The last section of the page is asking you to sign your name and check the box that you are of majority age or a parent or guardian registrant and agree to the terms and conditions above and read the forms from CKPC, CKQ, and CKC.

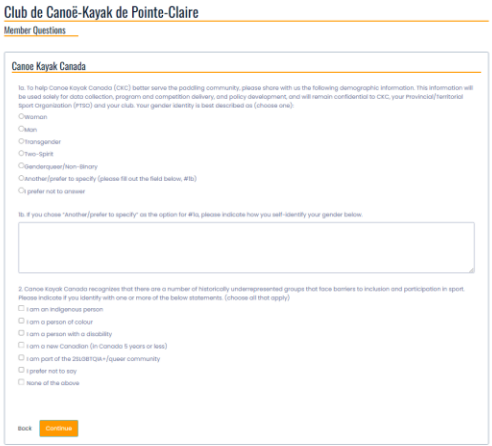


The next page is a file drop, which is **an obligation.** All participating athletes need to fill out the health form that is on the website: [Programmes (pccanoekayak.ca)]

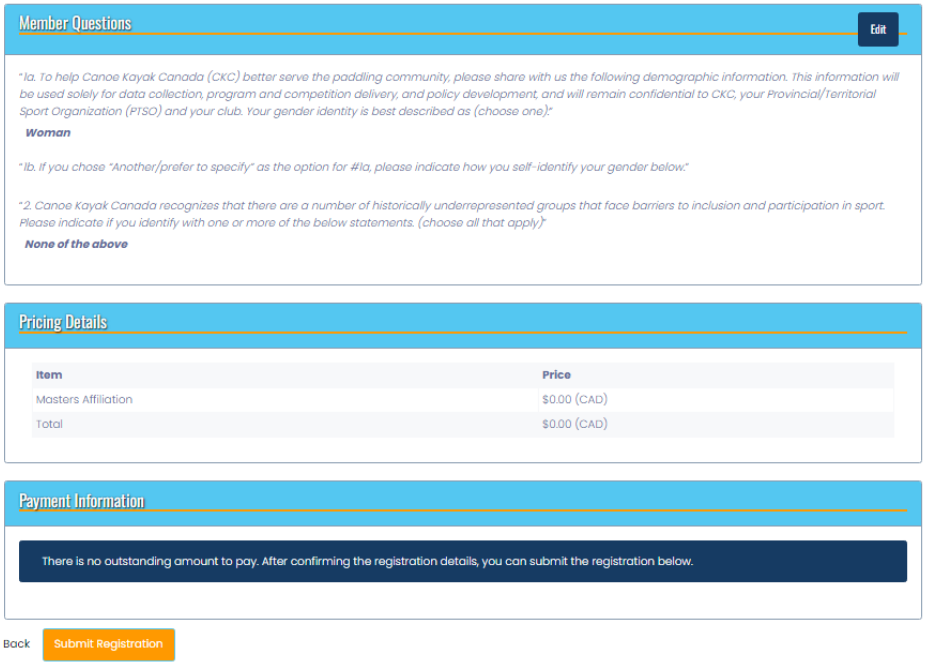
By selecting « continue », it brings you to the emergency contact page, please fill it out or select that you made one last year:



After, you will need to answer two questions from our deputies, see the example below;
**Be aware that they need to be answered as if it was the athlete answering the questions.*



The last step of the registration is to confirm that all the details that you put in or edited in, if needed are correct.



After all of these steps, you must click on « Submit registration » and finalize the registration in RAMP.

If you have any questions, don't hesitate to contact us at infocanoe@pointe-claire.ca