

Education Program Registration Procedures


Choose one of the following convenient ways to complete your registration.


If you are registering by mail or drop off, make sure you sign the participant waiver at the bottom of the registration form on the next page. Copies of the form are acceptable as long as they are legible. Payment must accompany your registration. We accept checks made payable to *McHenry County Conservation District* and cash. Payment by credit card is accepted with online registrations only.

 **Online:**
MCCDistrict.org

 **Fax (no fee programs only):**
(815) 479-5766

 **Phone:**
(815) 479-5779
TDD 815.334.2878

 **Mail:**
Attn: Program Registration
Prairieview Education Center
2112 Behan Road
Crystal Lake, IL 60014

 **Drop off locations/hours:**
Prairieview Education Center
2112 Behan Road, Crystal Lake
Mon.–Fri.: 9 a.m.–5 p.m.
Sat.: 12:30–4:30 p.m., Sun.: Closed

Lost Valley Visitor Center
Route 31 & Harts Rd., Ringwood
Nov.–Mar.: Mon.–Fri.: 8 a.m.–4:30 p.m.;
Sat. & Sun.: 9 a.m.–4 p.m.
Apr.–Oct.: Daily 9 a.m.–5:30 p.m.

Registration Dates

Registration is processed first come, first served. Beginning on the following dates:

	Residents	Non-residents
Spring:	Feb. 10	Feb. 20
Summer:	May 10	May 20
Fall:	Aug. 10	Aug. 20
Winter:	Nov. 10	Nov. 20

Confirmation You will receive a confirmation by email and/or mail to verify your space in the program.

Register early Classes are typically cancelled if they do not meet their minimums one week ahead of time.

Withdrawal/Cancellation If you need to withdraw from a class, please contact Prairieview Education Center at (815) 479-5779 or email education@mccdDistrict.org as soon as possible. This information is needed for a number of reasons and also allows registrants on the waiting lists to be contacted. Unless otherwise noted, advance notice of five business days (ten in the case of summer camps) is required to receive a refund. Cancellations may occur if there are an insufficient number of people signed up or if severe weather is forecasted.

American with Disabilities Act

McHenry County Conservation District welcomes the participation of all individuals in our programs, including those with disabilities. We are fully committed to complying with the ADA and providing reasonable accommodations to facilitate participation in our programs.



It is the responsibility of participants, parents/guardians to contact the District to make arrangements for any accommodation at the time of registration; no later than two weeks prior to the start of a program or special event.

Safety is a Priority

Safety is a top priority to all who visit our sites and facilities. If, while on a Conservation District site, you see or witness something that appears to be unsafe, please call the Conservation District and let us know (815) 338-6223.

Behavior Code of Conduct


1. Show respect to other participants, staff and volunteers.
2. Follow instructions by staff and volunteers and show proper group behavior at all times.
3. Show respect to the environment, facilities and supplies.
4. Use appropriate language at all times.

Photography

Participants in McHenry County Conservation District programs and visitors at our sites may be photographed, videotaped or filmed for use in District publications, promotions, and on the District web site or social media channels. All photos taken on District property are the sole property of the District.

Did you know...

Landscapes is posted on our website?

 A subscription is not necessary to view or download it. If you would like to receive an e-notice when each issue is posted in place of or in addition to a regular printed copy please contact: MCCD@MCCDistrict.org.

Also, let us know if your mail or e-mail address has changed. 

Stay up-to-date with monthly special event reminders, subscribe to our E-newsletter at www.MCCDistrict.org.

Like us, follow us, talk to us, share your photos with us, take a tour:



