

Enrolling in the Child and Youth Business Management System (CYP BMS)

Welcome to the Raider Reset Program at McRaven Child Development Center on Ellsworth AFB. Below is a list of tasks that must be completed prior to attending. Please feel free to call 605-385-2488 if you have any questions or concerns.

Please let us know immediately if any of the following pertain to you or your child.

- Received care at any other military child development or youth program and have used the Child and Youth Programs Business System before.
- Your child has any allergy or dietary needs.

Documents needed -Can either be uploaded in CYPBMS or turned into the front desk

- Updated immunization record for your child
- **Allergy/Dietary forms if needed- We have forms that must be filled out by a physician prior to your child starting care.**

Complete CYPBMS account

Upon signing up you will receive an email with an invitation to our Child and Youth Programs Business System (CYPBMS). CYPBMS is where we have all family information such as immunizations and allergy information.

- To register use the link provided in the invitation email. After you register with the link you will be able to log into your account at **parent.afcyp.com**.
- Put in all required information for Parent 1 and Parent 2.
- Please be sure to add two emergency contacts that are local with base access. This information must be added in order for your account to save.
- Add information for your child under add/edit child.
- Add credit card information and enroll in auto pay. This is a free program but we do need a card on file in case there is a late pick up fee charged.

Please ensure that all tasks are completed prior to start date.

We hope you enjoy the Raider Reset program. Please let us know if you have questions.