



Girl Scouts of the Missouri Heartland, Inc.

2010 Summer Camp Registration Procedures

General Registration Instructions

Girl Scout summer camp applications will be accepted on a first-come, first-served basis and must be received by **May 15, 2010**. Registration forms received by April 1, 2010 are eligible for a \$10 Early Bird registration discount.

Please complete the entire registration form, being sure to pay close attention to dates, grade levels, fees and required signatures.

- Register according to the grade level that the camper will *enter* for the fall 2010 school year.
- If registering for one camp program unit, please list that program session along with a second and third choice.
- If you are registering for multiple program units, make a copy of the camp registration form and complete one registration form for each program session. Please list that program and a second and third option on each camp registration form.

Completed *Summer Camp Registration Form* must be accompanied by a \$25 non-refundable deposit. Deposits are only refunded if a girl cannot be placed in one of her choices, does not receive requested financial assistance, or the program session is cancelled by the council. Forms may be mailed, faxed, or walked in to any Girl Scouts of the Missouri Heartland service center.

Registration Confirmation

Camper will receive a confirmation for each program session registered for. Confirmations will include:

- Health Examination Form
Girl Scouts of the U.S.A. and the American Camp Association (ACA) require that each girl who attends a summer resident camp provides a copy of a health examination, including month and year of all immunizations, conducted not more than 24 months prior to opening day of the resident camp program she is attending. Upon arrival at camp, each camper will receive a health screening. We do not allow girls with fevers or evidence of head lice to remain at camp. NOTE: If the program is a one-day unit, girls only need to bring a GSMH Health History Form to camp. No examination is required.
- Directions to camp
- Packing list

Girl Scout Membership Registration

All girls who attend camp must be registered Girl Scouts for the 2009-2010 membership year. If the camper has not already registered, include the \$12 membership registration fee with the *Summer Camp Registration Form* to register as a Girl Scout. Membership dues are non-refundable.

Girl Scout Cookie Credits and Program Credit Vouchers

Girl Scout Cookie Credit gift cards and 500+ Box-Seller Program Credit Vouchers (for girls who have sold 500+ boxes of Girl Scout cookies in the 2010 Girl Scout Cookie Program) may be used to pay for summer camp programs. Please make sure to include the Cookie Credit gift card number (including 2-digit security code) and/or five-digit Program Credit Voucher code on the *2010 Summer Camp Registration Form* or *2010 Summer Camp Additional Payment Form*.

Girl Scout Cookie Credit gift cards and 500+ Box-Seller Program Credit Vouchers are non-refundable, unless a cancellation is due to serious family emergency or illness, verified in writing by a doctor. Please note that Girl Scout Cookie Credit gift cards and 500+ Box-Seller Program Credit Vouchers for the 2010 Girl Scout Cookie Program will not be mailed to girls until May 2010.

Financial Assistance

To apply for financial assistance, please review the *Financial Assistance Guidelines*, complete the *Program Financial Assistance Application*, and mail it with the *Summer Camp Registration Form*. Financial Assistance will only be granted for one session per camper.

Family Discount

Families with two or more campers attending sessions at any camp may deduct \$10 from each camper's fee whether the girls attend at the same time or not. Registrations must be submitted together as a family to receive this discount. Family discount is only valid for one program unit per camper and does not apply to one-day program units.

Camp Buddies

Summer camp is a place to make new friends and many girls come to camp not knowing anyone. Counselors are trained to help girls make new friends, but if campers would like to be placed in a unit with a buddy, please make sure that both girls indicate their buddy choice on the registration form. Camp registration forms with a buddy request should be submitted together.

Transportation

All campers must provide their own transportation to and from camp.

Changes, Cancellations and Refunds

Each program unit has a minimum number of campers required to conduct the program session. If the minimum number of campers is not met, the program will be cancelled and the camper will be placed in her next available program unit selection. Camp registration fees, including deposit, will be refunded if a camper cannot be placed in her 1st, 2nd or 3rd choice of program session.

In order to request a program unit or session change, parents or guardians should contact a Business Services Coordinator at 877-312-4764 to see if the change is possible. All program session changes must be made by the Summer Camp registration deadline of May 15, 2010. Changes requested after the deadline will be considered on a case-by-case basis.

Registration deposits are non-refundable unless a girl cannot be placed in one of her choices, does not receive requested financial assistance, or the program unit is cancelled by the council. In the event that a camper fails the health screening upon arrival at camp, every effort will be made to place her in a similar program unit at a later date. If this is not possible, a full refund will be granted.

The balance of camp registration fees is refunded only when written notice of cancellation is received three weeks before the camp program unit starts, or when the camper is ill and a written notice of cancellation is accompanied by a statement from the camper's attending physician.

NO refunds will be given after the registration deadline except in the event of a death or emergency in the family, or a camper's injury or illness. A doctor's statement must accompany requests for refunds made for injury or illness that would prohibit camp attendance. Refunds will not be made if a camper leaves camp due to home sicknesses, illness, behavioral issues or parent request.

Every effort will be made to place a camper who misses her choice of program unit due to illness, injury, or family emergency in another program unit.

