

# How to Register for Summer Leadership Camp

**Note: This is a preliminary overview to help you plan. The actual registration forms, deadlines, fees, and information will be available in January.**

## **Step 1: Send in your Registration Form and Deposit**

To register, you will send the Registration Form and Deposit (\$10 per student.) Our weeks fill quickly, so register as soon as you can. We will set an Early Registration Deadline (usually about 3 weeks prior to camp), but you will want to register before that deadline because weeks may fill before that time. Weeks are filled on a first come – first served basis. If you need to attend with another chapter, or if you can only attend one week, be sure to register quickly. Please be sure to fill out the form completely. Please complete separate forms if you are bringing more than one chapter or both FFA and FCCLA. Note that we must receive the Registration Form *and* deposit to guarantee your space at camp.

## **Step 2: Send in your Final Registration Roster**

This is due the week before camp. This form lists every person you bring to camp. Email or fax the form. The earlier you send your roster the better. Having these forms completed and sent to the camp early will allow us to plan cabin assignments and prepare your materials (t-shirts, etc.)

## **Step 3: Check-In at Camp!**

Check-in will be held in Mobley Hall. Students are asked to remain outside during check-in. Please be prepared with the Final Registration Roster, the check for the balance due, signed Student Code of Conduct, and the Parental Consent Forms. You should make copies of Consent Forms for you to keep in case of emergency and for use during transportation.

## **Rates**

- Camp registration fees and deadlines will be available in January. There will be a standard rate and an early registration rate. Students and advisors are charged at the same rate.
- Children only qualify for reduced rate if they are NOT members of FFA or FCCLA.
- Registration is free for one non-advisor adult chaperone that is needed to supervise a gender of students if there is not an advisor for both genders. The chaperone must stay in the cabin with students to qualify.
- The deposit is part of the total cost. For example, if you send \$10 for a student, that is deducted from the balance for that student.

## **Methods of Payment**

- Cash or Checks are accepted. Credit cards are not accepted.
- Make checks payable to “Georgia FFA-FCCLA Center”
- Remaining balance is due upon arrival to camp.
- Advisors may request separate receipts if needed.

## **Deposit Policy**

- Deposits equal student slots for your chapter
- Deposits ARE NOT REQUIRED for advisors, adult chaperones, and children of advisors.
- Deposits are non-refundable and forfeited if you cancel or if your number of students decreases
- Deposits for a cancelled student will not be applied to the balance for your chapter
- You CAN substitute another student from your chapter for a cancelled student from your chapter prior to arrival.
- Deposits can be transferred to another chapter only if the chapters are in the same system AND payment for the two chapters is being made with one check.
- Any campers added after early-bird deadline will be charged full price.
- If your chapter pays the full registration fee prior to camp, and a student cancels, you may receive a refund for that student's registration fee less the deposit for that student.
- There will be no exceptions to this policy.