

SUMMER CAMP ENROLLMENT CHECKLIST



Welcome to the summer camp enrollment process! To ensure your child's spot is secured and everything is ready for a great summer, please review and complete the following requirements.

MINIMUM ENROLLMENT	HOLIDAY POLICY	HEALTH REQUIREMENTS	ACCEPTANCE
A minimum of 10 days is required to enroll your child in summer camp.	Holidays count as enrolled days, and you will be charged for July 4th.	DHS-required physical must be on file before camp to avoid start-date delays.	You will receive a copy of your paperwork once the process is complete and your child is accepted.

- **Summer Camp Service and Tuition Agreement:** This is your contract for summer camp and must be completed in its entirety.
- **Automated Payment Processing Form:** Weekly fees are auto-debited from checking, savings, or credit card (3% credit card fee) on Mondays for the current week of services. Not required for ELRC or paid-in-full accounts.
- **Pre-Registration for Enrollment Consideration:** Please include any pertinent information about your child across these two pages. *If you mark that your child has an IEP, a copy **must be turned in with camp registration packet.***
- **Emergency Contact/Parental Consent Form:** All blanks must be answered (use "n/a" if applicable) and a parent's **full signature** is required for all permissions. You must list at least one local emergency contact besides parents/guardians.
- **Meal Benefit Income Eligibility Form:** **All new families must return this form, regardless of eligibility status.** Only one form is needed per family.
- **Health Assessment/Immunization Record:** Required for new program participants or students entering 6th grade. It must be dated within 12 months of enrollment.

RETURN IN THE BLUE ENVELOPE

- ACH Form
- \$75 Activity/Materials Fee
- \$25 Application Fee (New families only)

RETURN IN THE 'RETURN TO ENROLLMENT ENVELOPE'

- A copy of your child's IEP (If applicable)
- Current Child Custody Agreement (If applicable)
- All other paperwork

For programming questions, contact Michelle Russell (CSD Coordinator) at 570-966-2845 ext. 4341 or michelle.russell@summitel.org.

For enrollment questions, contact your regional specialist:

County/Area	Specialist	Phone Number
Mifflin County	Rachel Menendez	570-217-3075
Snyder County	Tasha Roberts	570-217-1040
Lewisburg Area	Josey Wagner	570-217-4378
Mifflinburg Area	Sarah Sanders	570-490-8646