

mail
online
policies

enroll: REGISTER FOR CAMP

How to Register by MAIL

- Complete the registration form on the opposite page in full.
- Enclose a check or credit card information for the non-refundable deposit.
- Mail the form to the address listed under Step #5.

How to Register ONLINE

- Be prepared to input all of the information listed on the registration form on the opposite page into the computer.
- Be prepared with a credit card to pay the \$75.00 registration deposit.
- Go to www.music.fsu.edu/pr/summer-camps.htm.
- Click on the "REGISTER" tab.
- Follow the link to select the camp you would like to register for.
- Follow the prompts to enter in your information.
- Print out your confirmation!

Deposits, Balance Payments and Refunds

A non-refundable deposit is required at the time of registration. This deposit is applied toward the total tuition cost of your camp. If a registered student becomes unable to attend camp for any reason AND camp administration receives a written refund request, the following refund policy will apply:

- Written notice received 10 business days or more before the first day of camp: Full refund of tuition & housing fees less the \$75.00 non-refundable deposit.
- Written notice received 1-9 business days before the first day of camp: Refund of tuition only less the \$75.00 deposit
- No refund is available after the camp has begun.

The balance of the camp tuition and housing are due two weeks prior to the start of the camp you are attending but may be paid in advance at any time. You can view your camp balance and payments at www.fees.fsu.edu. Click on "Other Customers" and input the student's social security number under Customer ID to view your account. This is a secure, University accounting webpage.

What Happens After I Register?

Approximately two weeks after your registration has been received by our office, you will be mailed a packet containing information to help you prepare for camp. It will include a handbook, required permission forms and a list of materials and supplies. The camp handbook will contain details on arrival and departure times, placement auditions, health care and more. The camp handbook, forms and camp schedules will also be available online for you to access at any time.

STEP 1 - SELECT YOUR CAMP(s)

<input type="checkbox"/> Choral Ensemble	June 8-14, 2008	CPMU 407 09 SEC 2008 10
<input type="checkbox"/> Double Reed Workshop	June 10-13, 2008	CPMU 410 09 SEC 2008 10
<input type="checkbox"/> Tuba & Euphonium Workshop	June 18-21, 2008	CPMU 413 09 SEC 2008 10
<input type="checkbox"/> Double Bass Workshop	June 18-21, 2008	CPMU 411 09 SEC 2008 10
<input type="checkbox"/> Senior High Band	June 22 - July 5, 2008	CPMU 402 09 SEC 2009 10
<input type="checkbox"/> String Orchestra	June 22 - July 5, 2008	CPMU 403 09 SEC 2009 10
<input type="checkbox"/> Marching Band Leadership	July 6 - July 11, 2008	CPMU 408 09 SEC 2009 10
<input type="checkbox"/> Middle School Band	July 6 - July 12, 2008	CPMU 409 09 SEC 2009 10

To register for an Honors Camp you must audition first. Please see pages 18-19 for information

STEP 2 - FILL IN THE REQUIRED INFORMATION

Student's First Name: _____ Student's Last Name: _____

Student's Social Security Number: _____ - _____ - _____

Mailing Address: _____

Daytime Phone: _____ Evening Phone: _____

E-Mail: _____ Student's Age: _____ Student's Gender: M / F

Grade in 07-08: _____ Instrument / Voice Part: _____

HOUSING CHOICE:

- I will be an overnight camper staying at Southgate.
- I will be a day camper staying at home or with a relative (relative must be 21 or older).

STEP 3 - INCLUDE PAYMENT (please be sure to read the deposit & refund policy on page 14)

Required Deposit: \$75.00 Check Enclosed: # _____
 Additional Payments: \$ _____ Please make checks payable to: *Florida State University*
 Total Enclosed: \$ _____ Please write students name & camp in memo line.

Please charge my credit card the amount indicated: \$ _____
 VISA MASTERCARD DISCOVER AMERICAN EXPRESS
 Account # _____
 Expiration Date: _____
 Please note that all credit card payments will be assessed a \$5.00 convenience fee
 Signature of Card Holder: _____

STEP 4 - GIVE CONSENT

I approve my child's participation in the camp indicated,
 _____ Date: _____
 Signature of Parent or Legal Guardian

 PRINT Name of Parent or Guardian

STEP 5 - TEAR OUT & MAIL!

Academic & Professional
 Program Services
 Florida State University
 3500 University Center C
 Tallahassee, FL 32306-2550

questions?

Contact us at 850-644-9934
 Our office hours are Monday - Friday, 8:00am-5:00pm