Welcome to Summer Camps 2019

HOW TO REGISTER

STEP 1
Determine your affiliation.

Fees are categorized in a 3-tiered payment system:

TIER 1  Current UCLA Students
TIER 3  UCLA Faculty & Staff
TIER 5  All Others

STEP 2
Register online at www.recreation.ucla.edu/campregistration or fill out all attached forms. Please print legibly so our staff can enroll your camper accurately. If paying by payroll deduction or applying for a scholarship, family must register in person or by mail.

If purchasing swim lessons only, please fill out the Youth Swimming Lessons Enrollment Form, Youth Swim Lessons Registration Forms, and Waiver of Liability. One set of forms per camper.

STEP 3
Submit your forms via one of the options below:

In Person
UCLA Recreation
Sunset Canyon Recreation Center
Sales & Service Office
Mon - Fri: 8:30am–7:00pm

UCLA Recreation
John Wooden Center (1st floor)
Sales & Service Office
Mon - Fri: 8:30am–7:00pm

Mail (no cash please)
UCLA Recreation Sales & Service
Youth Summer Camps
111 Easton Drive
Los Angeles, CA 90095-1612

Please call us or check online for selected Saturday and extended hours.

STEP 4
Pay for camp. All camp fees must be paid in full at registration by cash, check, or Visa, MasterCard, American Express, or Discover credit cards. UCLA faculty and staff may also pay via payroll deduction if they purchase summer youth camps prior to April 1. For more information on payroll deduction, please contact the UCLA Recreation Sales & Service office at 310.206.8373.

STEP 5
UCLA Recreation has moved to online record keeping for immunization and health records. Within 5 business days of your completed registration, you will receive an email from UCLA Recreation with instructions on how to submit the information. This information is mandatory for your child’s attendance.

If your child was enrolled in the 2018 summer camp program, you do not need to submit the forms again, but please check your account and call 310.825.3671 for any changes or updates.

STEP 6
Camp scholarships (if applicable). Camper Registration Forms must be submitted along with Camper Scholarship Application. Submit by April 15 to ensure consideration. Find our Camper Scholarship Application at our Sales & Service office in the John Wooden Center or email us at: campregistration@recreation.ucla.edu.

STEP 7
Parent Guides and Parking Passes will be emailed and available online May 1.

POLICIES

Registration for camp sessions and swim lessons must be received by 6pm Wednesday before the session begins.

PLEASE NOTE: Enrollment is limited in all camps. Please discuss options and curricula with your children prior to registration. UCLA Recreation does not guarantee any changes after registration. Dropping or transferring programs is subject to the UCLA Recreation refund and transfer policy.

TRANSFERS & SCHEDULE CHANGES

Due to administrative costs, a fee is charged for transferring between programs.

1. A $25 transfer fee applies to each transfer between camp options, sessions, or weeks per child.
2. Transfers must be submitted in writing to the Sales & Service office on the 1st floor of the John Wooden Center at least three business days prior to the start of the session or week. The transfer fee must be paid at the time the request is approved.
3. Transfers are based on space availability and are made at the discretion of UCLA Recreation.
4. Children may give their spots only to siblings or stepsiblings. Programs are not transferable to anyone outside the family.

WAIT LIST PROCEDURE

If your child is on the wait list and a spot opens, you will be contacted by phone or email depending on your preference. If you do not respond within 48 business hours, your child’s spot is no longer guaranteed.

REFUND POLICY

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<th>REFUND</th>
<th>REQUEST MUST BE RECEIVED</th>
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<td>75%</td>
<td>April 16–May 15</td>
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<tr>
<td>50%</td>
<td>After May 15: No later than 10 business days before purchased session begins</td>
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CAMPER INFORMATION FORM  SUMMER CAMPS 2019
Use one Registration Form per camper. Print legibly to ensure accurate registration. **All fields are mandatory.**

Camper First Name ___________________________ MI ______ Last ___________________________

Parent First Name ___________________________ MI ______ Last ___________________________

Billing Address ____________________________________ Apt ______________________

City ___________________________________________ State ______ Zip ___________

What is your preferred method of contact? □ Email □ Home Phone □ Work Phone □ Other Phone

Home Phone (______) _______ - _______ Work Phone (______) _______ - _______ Other Phone (______) _______ - _______

Parent/Guardian Email ___________________________

UCLA Recreation uses email to communicate program information and updates to our participants. We will not use your email for any other purpose.

Camper DOB (mm/dd/yyyy) _______________ Age _______ Grade (Fall 2019) _______ □ Male □ Female □ Non-Binary

*Must be at least 5 years old by September 1, 2019.*

CAMPER FAMILY UCLA AFFILIATION
Please check all that apply.

□ Employee ID # ___________________________ □ Rec Card Member # ___________________________

□ Student ID # ___________________________ □ Other ID # ___________________________

II. EMERGENCY CONTACT / PICKUP AUTHORIZATION
List names in the order you would like them to be contacted. Parents must list themselves to be contacted in case of emergency.

1. Primary Name ___________________________ Relationship ___________________________ Phone ___________________________ Emergency Contact □ Authorized Pickup □

2. Secondary Name ___________________________ Relationship ___________________________ Phone ___________________________ Emergency Contact □ Authorized Pickup □

3. Name ___________________________ Relationship ___________________________ Phone ___________________________ Emergency Contact □ Authorized Pickup □

4. Name ___________________________ Relationship ___________________________ Phone ___________________________ Emergency Contact □ Authorized Pickup □

CAMPER RELEASE AUTHORIZATION
Children 12 and over.

I request UCLA Recreation to allow my child to release himself/herself at the end of camp.

Parent/Guardian Signature ___________________________

Office Use Only

Tier ___________________________

Fusion Camper ID ___________________________
### Registration Form - Summer Camps 2019

**Camp **

**WEEKS/SESSIONS**

**# OF SESSIONS**

<table>
<thead>
<tr>
<th>TIER 1</th>
<th>TIER 3</th>
<th>TIER 5</th>
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**Extended Care**

AM  
- 1  
- 2  
- 3  
- 4  
- 5  
- 6  
- 7  
- 8  
- 9  
- 10  
- 11  
- 12  

PM  
- 1  
- 2  
- 3  
- 4  
- 5  
- 6  
- 7  
- 8  
- 9  
- 10  
- 11  
- 12  

**Extended Swim**

- 1  
- 2  
- 3  
- 4  
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- 9  
- 10  
- 11  
- 12  

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**Camp Bruin Kids (CBK) Ages 5–10**

**A (Ages 5–6)**

- 1  
- 2  
- 3  
- 4  

- 5  
- 6  
- 7  
- 8  
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- 11  
- 12  

**Learn to Swim**

- 1  
- 2  
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- 4  
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- 12  

**B (Ages 7–8)**

- 1  
- 2  
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- 4  
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- 11  
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**C (Ages 9–10)**

- 1  
- 2  
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- 4  
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- 9  
- 10  
- 11  
- 12  

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**Camp Explore (Ce) Ages 7–10**

**Bruin Leadership AM**

- 1  
- 2  
- 3  

- 4  

**Bruin Leadership PM**

- 1  
- 2  
- 3  

**Strokes AM**

- 1  
- 2  
- 3  

**Bruin Survivor PM**

- 1  
- 2  
- 3  

**Imagination Station AM**

- 1  
- 2  
- 3  

**Imagination Station PM**

- 1  
- 2  
- 3  

**Express PM**

- 1  
- 2  
- 3  

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TOTAL FOR THIS PAGE = $____
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PAYMENT, REFUND, AND PHOTO CONSENT FORM  Summer Camps 2019

PAYMENT

TOTAL AMOUNT $________________________

☐ Cash

☐ Visa  ☐ MasterCard  ☐ Discover  ☐ American Express

☐ Check # ___________________________ (Payable to “UC Regents”)

Card # _____________________________  Exp __________/__________

I agree to pay the above total amount according to the card issuer agreement.

Cardholder’s Signature ________________________________

Payroll Deduction (option available to UCLA Employees through April 1, 2019 only)

I hereby authorize the University of California to deduct 4 equal monthly payments from my payroll earnings for the purchase of Summer Youth Camps until the total amount is paid in full. I have read and agree to the Payroll Deduction Terms and Conditions listed below. I understand and agree that I must pay my balance in full prior to cancelling Payroll Deduction. I understand that this authorization will remain in effect until the total amount has been paid or until cancelled through the Department of Cultural and Recreational Affairs.

Employee Signature ____________________________  Date ____________________________  Employee ID # ____________________________

PAYROLL DEDUCTION TERMS AND CONDITIONS Eligibility: Payroll Deduction is a privilege for UCLA Faculty and Staff purchasing Summer Youth Camps program prior to April 1, 2019. Payroll Deduction is extended to: 1) PERMANENT, CONTRACTED OR ACADEMIC EMPLOYEES; and 2) TEMPORARY EMPLOYEES with end dates beyond August 1, 2019 who work 100% time. All other employees must pay for their services in full at time of purchase. (We are currently unable to extend payroll deduction to ASUCLA Employees.) Terms: Total camp fees (one or more children) purchased at one time will be deducted through payroll in 4 monthly installments starting early May and ending early August. Since Payroll Deduction does not roll over from year to year, a new Payroll Deduction authorization form is required each year. If you separate from the University, you are responsible for paying the remaining balance of your account. Payroll Deduction must be cancelled at the UCLA Recreation Office and requires Department authorization. Refunds: Summer Youth Camps refund policies apply in all refund situations (see brochure). With camp fee payments made through Payroll Deduction, any refund amount due you will not be processed until the final payroll deduction is made.

25% REFUND

All refund requests must be submitted in writing and received by UCLA Recreation within 10 business days of purchased session: No refund after the first Monday of session or week. If UCLA Recreation cancels a program, a full refund will be issued.

Refunds: Camp fees paid by credit card will be credited immediately upon approval by UCLA Recreation. Purchases made by check or cash will be refunded by check within four to six weeks after approval by UCLA Recreation. Refunds will be made only to the original payee or credit card holder.

Payroll Deduction: Any refund of camp fees will not be processed until the final payroll deduction is made.

The parent or guardian’s signature on the registration form indicates understanding of all registration and refund policies and agreement to abide by them.

ABSENCES

Refunds are not available for vacations, special events, short-term illnesses of four days or fewer, or other personal commitments that prevent attendance.

Extended Illness: A refund may be available for an extended illness of five or more consecutive program days. A doctor’s note and written note from the parent or guardian explaining the situation must be received within eight working days from the first day of absence. Upon review, participants may receive a $25-per-day refund for the unused days.

DISMISAL FROM CAMP

There are times when the camp must dismiss a child due to a psychological, emotional, or physical disability that precludes the child from participating safely or effectively in a group. Dismissal will take effect only after consultation among the parents, camper (if appropriate) and the camp director. Dismissal for the aforementioned reasons will result in a complete refund for the unused days. On occasion, dismissal maybe necessary for disciplinary reasons. This action will take effect only after consultation among the parents, camper (if appropriate), and the camp director. If a camper is dismissed for disciplinary reasons, there will be NO REFUND for the unused days.

MANDATED REPORTING

UCLA Recreation employees are mandated, by California State Law, to report any suspected cases of child abuse or neglect directly to the appropriate authorities for investigation. While we have established internal procedures to facilitate reporting and apprise supervisors, we cannot by law require our employees to disclose his or her identity to anyone.

I acknowledge that I have read and have a copy of the Youth Programs Refund Policy and that I understand the words and language in it, and accept its conditions. I also give my consent (and/or consent on behalf of, and as legal guardian for a minor child) to the use of any photographs taken of the minor child by UCLA Recreation Staff, or their representatives, to be used for editorial and/or promotional uses only.

I am the parent or legal guardian of the minor ____________________________ and I am signing on behalf of said minor.

Printed Name of Parent/Guardian ____________________________  Signature of Parent/Guardian ____________________________  Date ____________________________
Waiver of Liability, Assumption of Risk, and Indemnity Agreement

Waiver: In return for being permitted to participate in the following activity or program ("The Activity"), including any associated use of the premises, facilities, staff, equipment, transportation, and services of the University, I, for myself, heirs, personal representatives, and assigns, do hereby release, waive, discharge, and promise not to sue The Regents of the University of California, its directors, officers, employees, and agents ("The University"), from liability from any and all claims, including the negligence of The University, resulting in personal injury (including death), accidents or illnesses, and property loss, in connection with my participation in the Activity and any use of University premises and facilities.

Description of Activity or Program: Recreation Youth Summer Camp and Related Activities

Date(s): June 9 – August 30, 2019

Assumption of Risks: UCLA Recreation Youth Programs has facilities for and provides for activities such as camping, hiking, boating, swimming, running, sporting activities, social events, community outreach, clinics, classes, art, science, imagination, computer and drama camps. Participation in The Activity carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injury. The specific risks vary from one activity to another, but the risks range from 1) minor injuries such as sunburn, scratches, bruises, sprains, contact with poisonous plants and animals, heat exhaustion, dehydration and embarrassment to 2) major injuries such as eye injury, joint or bone injuries, heart attacks, and concussions, to 3) catastrophic injuries such as paralysis and death.

Indemnification and Hold Harmless: I also agree to indemnify and hold The University harmless from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney’s fees, arising out of my involvement in The Activity, and to reimburse it for any such expenses incurred.

Severability: I further agree that this Waiver of Liability, Assumption of Risk, and Indemnity Agreement is intended to be as broad and inclusive as permitted by law, and that if any portion is held invalid the remaining portions will continue to have full legal force and effect.

Governing Law and Jurisdiction: This Agreement shall be governed by the laws of the State of California, and any disputes arising out of or in connection with this Agreement shall be under the exclusive jurisdiction of the Courts of the State of California.

Acknowledgment of Understanding: I have read this Waiver of Liability, Assumption of Risk, and Indemnity Agreement, fully understand its terms, and understand that I am giving up substantial rights, including my right to sue. I confirm that I am signing the agreement freely and voluntarily, and intend my signature to be a complete and unconditional release of all liability to the greatest extent allowed by law.

Participant Name (print) Date of Birth

Participant Signature Date

I, the parent/legal guardian of the Participant, hereby agree to the above on behalf of the Participant.

Parent/Guardian Name (print) Signature Date

FORM GW17 (REC SUMMER CAMP) Rev. 3/17, Customized 2/19