

## **NEW REGISTRATION PROCESS FOR 4R CUB SCOUT DAY CAMP 2020**

Please ensure the following steps are completed to process camp registration. **Camper tuition depends on the date paperwork is submitted to Camp Registrar, not just the date of the online registration.**

Each Pack has a Day Camp Pack Coordinator who is the go-to person and will help communicate all Day Camp information to your Pack, to handle ALL forms, and to locate volunteers from your Pack. However, parents are welcome to submit paperwork on their own. Camp staff will not reach out to Pack Leadership to obtain copies of medical forms; it is the parent's responsibility to provide that to Camp Staff.

1. Complete online registration: <http://www.baltimorebsa.org/4rcsdc>
  - a. Create an account (this will allow you to easily edit the registration/make payments in the future)
  - b. Complete registration
  - c. Registration is waitlisted, and will be finalized for payment once camp staff receive required documents
2. Complete and gather required documents
  - a. Cub Scout, Tiger Cub, Kids Korner, Camp Aide
    - i. BSA Medical Forms A, B1 and B2 (doctor signature not required)
    - ii. Picture attached to BSA Medical Form
    - iii. Copy of Insurance Card
    - iv. Transportation Form
  - b. 5-Day Staff Member, 5-Day Den Leader, 3-Day Adult Volunteer
    - i. BSA Medical Forms A, B1, and B2 (doctor signature not required)
    - ii. Copy of Insurance Card
    - iii. Youth Protection Training Certificate
    - iv. Any additional related training verification (i.e.: Registered Nurse License, Fishing License, Shooting Sports Certification, etc.)
3. Submit copies of the above paperwork to your Pack Coordinator or Camp Staff
  - a. Bring copies to turn in to Camp Staff at any of the following events:
    - i. 4R District Committee Meetings – 6:30pm at Glen Burnie United Methodist Church, 5 2nd Ave SE, Glen Burnie, MD 21061
      1. Kick-off Registration Options
        - a. Monday, March 2
      2. After Kick-off Registration Options
        - a. Monday, April 6
        - b. Monday, May 4
    - ii. 4R District Roundtable – 7pm Old Mill Middle School, 620 Patriot Lane, Millersville, MD 21108
      1. Kick-off Registration Options
        - a. Monday, March 9
      2. Late Registration Options
        - a. April 13
        - b. May 11
4. Once paperwork is received, camp staff will process the waitlisted registration. Account balance will be updated at that time.
5. Login to your account and complete payment

	<u>Kick-off Registration</u>	<u>Regular Registration</u>	<u>Late Registration</u>
	Online & Paperwork completed & received by <b>March 9<sup>th</sup></b>	Online & Paperwork completed & received after <b>March 9<sup>th</sup> until April 13<sup>th</sup></b>	Online & Paperwork completed & received after <b>April 13<sup>th</sup> until May 11<sup>th</sup></b>
Cub Scouts	\$150.00	\$180.00	\$250.00
Tiger Program (two day program)	\$25.00	\$25.00	\$25.00
Kids Korner	\$30.00 daily/\$120.00 weekly	\$30.00 daily/\$120.00 weekly	\$30.00 daily/\$120.00 weekly
Camp Aides	\$20.00	\$20.00	\$20.00
5-Day Staff Member	Free	Free	Free
5-Day Den Leader	Free	Free	Free
3-Day Adult Volunteer	Free	Free	Free

Camp fees include a camp t-shirt, hat (with those fun curly shoe laces to keep beads attached!), a commemorative event patch for each 5-day attendee and covers the expenses for the use of our camp facilities, event and program equipment, special program guests and other necessary Camp needs.

*Note: 5-Day Staff, 5-Day Den Leaders receive a 50% discount for each weekly Cub Scout and Kids Korner immediate family attendee. 3-Day Parent Volunteers will receive a 30% discount for each weekly Cub Scout and 3-Day Kids Korner immediate family attendee. This discount does not apply to the Tiger Program fees or the necessary Camp Aide fees.*

Camp fees are non-refundable except in cases of emergency. Emergency related refunds require a written request to the Day Camp Director. Each case will be considered on an individual basis at the discretion of the Camp Director and District Director.

## QUICK CHECKLIST TO ENSURE REGISTRATIONS ARE COMPLETE

### **Cub Scouts, Tiger Cub, Kids Korner, Camp Aides:**

- Online Registration—auto waitlisted until the following is sent in to Camp Staff:
  - Health Form with:
    - Picture
    - Copy of Insurance Cards
  - Transportation Form
- Online Payment once waitlist registration is processed

### **5-Day Den Leaders, 5-Day Staff Members, 3-Day Adult Volunteers:**

- Online Registration—auto waitlisted until the following is sent in to Camp Staff:
  - Health Form
    - Copy of Insurance Cards
  - Copy of Youth Protection Certification
  - Copy of other certifications (i.e.: RN license, fishing license, shooting sports certificate, etc.)
- Online Payment once waitlist registration is processed