

In case of an emergency, name a third person:

Last Name: _____ First Name: _____

Telephone(s): Home: _____ Work: _____ Extension: _____

Cell/Pager: _____ E-Mail: _____

Relationship: _____

Is there any medical condition(s) that we should be aware of? (e.g., allergies, medication, physical limitations.) Please explain including any limitations or special accommodations that may be required:

Is your child allowed to go home alone? Yes No

Persons authorized to pick up child: Both Parents Mother Father

Other person authorized to pick up child:

Last Name: _____ First Name: _____

Telephone(s): Home: _____ Work: _____ Extension: _____

Cell/Pager: _____ E-Mail: _____

Relationship: _____

Name: _____ Relationship: _____

Signature: _____



REGISTRATION AND PAYMENT INFORMATION FORM

Payment:

Payment must be made in full upon registration by Interac, money order, certified cheque, cash or credit card (MasterCard or Visa). Certified cheques and money orders should be made payable to Dawson College. Personal cheques are not accepted.

In person:

You can register in person at 4001 de Maisonneuve Blvd. W, Room 2G.1. Please note, to be officially registered, the registration package forms must be filled out and **signed by the parent/s or legal guardian**.

By fax: 514-937-3832

For those wishing to register by fax, simply fill out the registration package forms. Payment must be made with MasterCard or Visa.

By mail:

If you wish to register by mail, simply fill out the registration package forms. Payment by mail can be made with MasterCard, Visa, money order or certified cheque made payable to Dawson College. Please do not send cash in the mail.

Sessions: 9:30 A.M. to 4:30 P.M. Monday to Friday

WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6
July 4 – 8	July 11 – 15	July 18 – 22	July 25 – 29	Aug 1 – 5	Aug 8 – 12
Digital Level 1	Digital Level 2	Digital Level 1	Digital Level 2	Digital Advanced	Digital Level 1

Please indicate appropriate session: Start Date: _____

Cost: **\$285.28** for one-week camp registration
 \$14.26 5% GST
\$25.46 7.5% QST

Total (tax included): **\$325.00**

This fee does not include lunch or other incidental expenses such as snacks and bus fare. Participants are required to bring their own lunch.

Method of Payment:

Cash Interac MasterCard Visa Certified Cheque Money Order

Credit Card #: _____ Expiry Date: _____

Card is in the name of: _____

Cardholder's Signature: _____ Date: _____

For Office Use Only (849-9520-00) (Deferred to 2012-1)

Deposit Amount: \$ _____ Authorization #: _____
 Processor: _____ Date: _____
 Refund Amount: \$ _____ Refund Authorization #: _____
 Refund %: _____ Kept Back Fee: _____
 Processor: _____ Date refund entered in computer: _____

Refund Policy:

- Fees will be fully refunded if the College cancels the session. Please allow 4 weeks for refund to be processed.
- 80% of the fee will be refunded if the College receives written notification **2 weeks prior to the beginning** of the session. In all other cases, fees are non-refundable. Fees are also **non-refundable** if the camper is sent home as a result of breaking camp rules, (after discussion with parent/guardian).



PARENT AGREEMENT AND WAIVER FORM

Camper Name: _____

Session(s): _____ Date: _____

1. I, the undersigned, wish to enrol the above named child ("the camper") in the f/start summer photography day camp offered by Dawson College. In considering this present application, I understand that Dawson College will rely upon the following conditions and terms.
2. I understand and agree that Dawson College will not have any liability or responsibility in connection with my child's participation in the session and will not be responsible for my child outside the camp hours. In particular, I will not hold Dawson College, its employees, members, representatives and administrators, successor and assignees liable for claims, actions, or rights of action which I or my child may have or allege as a result of or related to my child's participation in the camp. The above statements encompass a general release from claims, actions, or rights of action. Some specific examples within the general scope of the release include, but are not limited to:
 - o Any damages arising from lost, damaged, or stolen personal belongings.
 - o Any personal injury the child may suffer while participating in the session, wherever and however incurred, including any medical costs which my child may incur which are not covered by insurance or Medicare.
3. I authorize Dawson College, its teachers, directors, administrators, or other employees, to secure on my behalf and in their entire discretion, medical advice, services, and/or treatment as may be necessary for my child's health and safety, where I am unable to give my express consent.
4. I understand that, the camp's activities include field trips off the school premises on the island of Montreal. I hereby give permission to "the camper" to participate in these activities (parents will receive in advance a separate notice for each field trip).
5. All of "the camper's" limitations, existing conditions (physical and emotional/physiological) and special requirements that may have an impact on the camp and/or the camper's participation in the camp are fully disclosed in the registration form.
6. I consent to the use of "the camper's" name, photograph or any other identification in connection with the camp's program, exchanges or publicity.
7. I hereby certify that all the information provided is true and correct and agree to all provisions set out above.

Understanding and agreeing with sections above,

I have signed this _____ / _____ / _____
Year/Month/Day

Name: _____

Relationship (please check one): Mother Father Guardian

Signature: _____

(Please return to the office.)



RULES OF CONDUCT FORM

1. Students are not permitted to leave the workshop until dismissed by their instructor. If a student must leave at any other time, or miss a day, he/she must notify their instructor in advance of their absence, and provide a permission letter, signed by a parent or guardian.
2. During off-campus excursions, students are required to check-in with their instructor. The instructor must be aware of students' location at all times.
3. f/start promotes a safe, trusting and positive environment. Students are expected to contribute to this positive climate.
4. Students are expected to respect the property of others, and their own personal property. All personal valuables, including photography equipment, should be labelled (student's name) and properly safeguarded. The College will not be held responsible for any loss or damage of students' personal belongings.
5. Respect for the property of the College must be maintained at all times, thus dangerous or destructive behavior will not be tolerated. Repair or replacement fees will be charged to the student for any damaged property.
6. Each student is responsible for maintaining a clean and orderly workspace, and students are expected to leave any workspace exactly as they found it.
7. Violent, abusive or discriminatory behaviour, whether verbal or physical, is unacceptable.
8. The use or possession of alcohol, cigarettes, illegal drugs and other illegal substances is strictly prohibited on campus and during excursions.
9. The use or possession of weapons or materials which will endanger the health, safety or property of others is strictly prohibited on campus and during excursions.
10. Cellular phones, pagers, and other small electronic devices are prohibited.
11. No student is allowed to use, enter or remain in any restricted area or facility of the College without permission.

A breach of any of the rules listed above may result in immediate expulsion from the workshop without a refund.

Student Name: (please print) _____
 Student Signature: _____
 Parent/Guardian Name: (please print) _____
 Parent/Guardian Signature: _____
 Date Signed: _____

(Please return to the office.)