



# 2010 Camp Counselors USA Returnee Program Agreement – Slovenia

This agreement is between CCUSA GmbH, (CCUSA) and

CCUSA ID #

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(print name) you, a CCUSA participant

## Acceptance and Placement at a Camp

- To apply to the Camp Counselors USA program, you have two options to choose from in which you either pay:
  - A returnee program payment of €125 and your camp pays US\$245. You receive a minimum Pocket Money of US\$2,000.
  - A returnee program payment equivalent to US\$430 in Euro (based on the exchange rate of application date) and your camp pays nothing to CCUSA. You accept full responsibility for negotiating total Pocket Money with the camp.
 Either option must be paid when you submit your online application form to CCUSA. All payments must be payable to CCUSA.
- Applications submitted and/or paid for after March 15th, 2010, or applications submitted and paid for within 8 weeks of your planned departure for camp, incur a nonrefundable €25 surcharge.
- You must mail this signed program agreement and 1 passport photo to your local CCUSA office along with a return invitation, contract or email from your camp director (must include a statement verifying you have been invited to return to camp and your proposed work dates) before CCUSA can process your application.
- CCUSA agrees, upon submission of all necessary forms and payments, to supply you with a current DS2019 visa application form, three months worldwide travel insurance coverage and 24-hour support while in the USA.
- A "Returnee" is classified as a person who is returning to the same camp, OR to a new camp under the direction of a camp director the applicant has previously worked under. Returnees applying for their third or more summer as a counselor must be aware of the 10% returnee rule. Additional documentation may be required.
- Your application form is a legal document. Any false, misleading or withheld information on your application or inappropriate behavior during your interview, prior to departure for the USA or during your participation on the CCUSA program, is grounds for immediate cancellation from the program without refund. You are required to inform CCUSA of any changes in information provided within your initial application, including but not limited to: health conditions, availability dates, skills and contact details.
- CCUSA worldwide travel insurance coverage is included for three months with your fees. Your policy can be extended prior to departure for the US at a cost of €75 per month, or €35 per week (maximum 2-week increase at weekly rate). Once commenced, your policy must be extended prior to expiration (all extensions contingent upon insurance company's approval). Cost once in the USA is US\$85 per additional month or US\$40 per week (maximum 2-week increase at weekly rate). The insurance policy includes: accident, sickness, luggage, liability and medical evacuation (specific terms of coverage available on your online "Footprints" account). U.S. Government J-1 visa regulations require insurance coverage for at least the duration of your working visa. If the included three months of coverage does not cover the full length of your working dates (found on your "Footprints" account), you must extend the policy to cover the full work period at your own cost prior to departure to the US. Standard insurance prices do not cover pre-existing medical conditions or auto insurance. In the case of an accident or incident, it is your responsibility to submit a claim form with all original documentation and/or follow the procedures set out by the insurance company. CCUSA is not the insurance company. All claims, processing, and queries are between you and the insurance company. You will receive a copy of the policy once you have been accepted to the program. Be sure to read all policy details via your "Footprints" account. You also understand that it is fully your responsibility to educate yourself on the possible changes in detail of the traveler insurance from the previous season(s).
- To participate on the CCUSA program, you must obtain a current criminal/police background check. Any criminal history reflected in this background check could affect acceptance/placement opportunities and/or result in loss of placement. CCUSA requires you to send a copy of your report to your local CCUSA office by May 15<sup>th</sup> and U.S. summer camps require that you bring the original of this report with you to camp. Failure to do so is grounds for immediate termination. If you are not a citizen or permanent resident of the country from which you are applying, you must also gain a criminal/police background check from your home country.
- Your DS2019 visa application form will be issued once all payments to CCUSA are made and you have confirmed all your passport details through your "Footprints" account. The DS2019 form allows you to apply for a J-1 exchange visitor visa from the local U.S. Consulate. U.S. Consulates require personal interviews. You must apply for and obtain your J-1 visa before departing your home country. If you have any criminal records or convictions you will be required to show your completed original background check at the time of the Consulate Interview. You cannot participate on the CCUSA program without a J-1 visa stamped into your passport. The U.S. Consulate charges a fee of \$131 (correct at the time of printing). This fee is in addition to the program fees you pay to CCUSA. The U.S. Government also requires a US\$35 SEVIS fee (correct at the time of printing), which is paid by the camp for all placed participants on the program. The J-1 visa permits you to enter the U.S. and legally work for 9 - 11 weeks plus a 30 day grace period following your work period for travel only. Contact your local CCUSA office for more information on these procedures.
- If accepted, you will receive the CCUSA Health History form to be completed and signed by your physician for you to take to camp. Failure to complete this form in your home country may result in your termination or you will be required to pay for a medical examination in the U.S (this exam is expensive and not covered by your traveler's insurance policy). Some camps require specific inoculations. If so, those requirements will be indicated on your Placement Letter found on your "Footprints" account.
- In order to facilitate your communication with CCUSA while on the program, you must check your "Footprints" account regularly and provide CCUSA with a current e-mail address that you will access at least weekly from the time of application through the time you complete your trip to the U.S. CCUSA will not be held responsible for problems arising from failure to check your e-mail regularly or notify CCUSA of changes to your e-mail address. If you use a university or school email account, you are required to create a personal web-based email account prior to your departure to the USA.

## Travel Plans

- You must arrange and pay for your own return flight transportation to your camp's designated arrival airport in the U.S. Your camp is responsible for travel from the designated arrival airport to camp. Your full travel itinerary to the U.S. and camp must be provided to CCUSA as soon as you have booked your flights.
- You are not eligible to stay at the New York Meet and Greet site.
- You are required to submit your travel to camp plans to CCUSA at least 4 weeks prior to your departure in order for us to activate your insurance policy. Be sure to include airline, flight number, date and time of arrival. If you are driving or being met and driven to camp we need this information for our records as well. In addition, you MUST notify your camp of your travel plans. CCUSA is not responsible for coordinating an airport pickup with your camp. Failure to complete these travel requirements in the time frame indicated may result in your cancellation from the program, and no refunds will be issued.

## Refund Policy

- The program payment will not be refunded if you cancel from the CCUSA program.
- If you cancel due to life-threatening illness or a life-threatening illness or death of a parent or sibling (Medical Certificate required and approved by CCUSA), you will receive a refund of your program payment. A written cancellation notification and a Medical Certificate documenting the illness must be received within 10 days of cancelling to qualify for a refund of the program payment. No refunds will be made for pre-existing conditions. Fees incurred for obtaining your criminal background check, medical examination and visa are non-refundable.
- The US\$35 SEVIS fee, if paid at the time of your cancellation, will be deducted from any refund owed to you. If you are not owed a refund and the SEVIS fee has been paid, you will owe CCUSA US\$35 for the SEVIS fee.
- In the event the U.S. Government rejects your visa application, all but €60 of the program payment will be refunded. CCUSA strongly advises you to apply for your J-1 visa only in your country of residence. The U.S. Government requires additional documentation if you apply for your visa outside of your home country. CCUSA cannot be held responsible for visa rejections. No refund of fees will be issued if you apply outside of your country of residence, or if your visa is rejected due to a criminal record. If you have not applied for your visa at least 30 days prior to your date of availability, or if the U.S. Government does not issue your visa by the date of our last arrival Meet and Greet in the U.S., your participation in the program will be cancelled and no refund will be given.
- If you cancel for any reason, your DS2019 visa application form must be returned to CCUSA before any refunds can be issued.

## During the Summer

- The standard resident camp season is nine weeks (eleven weeks for day camps), and your employer contract will begin on the date listed on your Footprints account. Some camps exceed 9 or 11 weeks. In these cases, you will be required to work at camp until the assigned end date (camp contract takes precedence over the 9 to 11 weeks specified by CCUSA in this Program Agreement). If you pay your camp's Program Fees up front, the amount of "Pocket Money" you receive for the initial nine weeks resident camp or eleven weeks day camp work is determined by your negotiations with the camp director. If your camp is paying their Program Fees, they must pay you a minimum of US\$2,000 if you are a first-year Returnee, and \$2,150 for second year + Returnees. Under Federal law, camps are required to withhold minimal federal and state tax from your Pocket Money. CCUSA offers an inexpensive tax refund service for your convenience to assist with filing your tax declaration. CCUSA will charge the camp a US\$245 Administration Fee (unless paid by you up front – option ii above) and US\$35 SEVIS fee. This charge is to cover administration costs associated with your recruitment, selection, insurance, placement and supervision.





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**Additional Pocket Money for which you may be eligible:**

- US\$30 a day: For each day you work as a Camp Counselor beyond the standard 9 or 11 week session (not including days off).
- US\$40 a day: For each day you work as a Support Staff beyond the standard 9 or 11 week session (not including days off).

2. During the summer, you are entitled to an average of 24 hours off per week, of which 12 hours must be continuous during daylight hours. Support Staff are not allowed to work more than 10 hours in any one full day and/or 60 hours in one full week.
3. Your camp will provide a bed, three meals a day and access to laundry facilities.
4. Your personal expenses before, during and after camp are your own responsibility.

**Post Camp Travel**

1. You are responsible for travel costs after camp including transportation, meals and accommodation. This includes travel costs to your U.S. departure airport for your return flight home or onward international travel.

**Early Departures**

1. If you fail to fulfill the responsibilities of your position at camp or violate any camp rule or State or Federal law, your participation will be terminated and you must depart the USA. The following penalties will result: Payments paid to CCUSA will not be refunded and you will forfeit a pro-rated payment of your Pocket Money. Your CCUSA J-1 visa will be either Terminated or Ended. Failure to pay the fees owed at the time of your departure from camp will also result in the cancellation of all remaining insurance.

I understand that I sacrifice privacy and comfort, work long and demanding hours and must adhere to camp policies which may be limiting and not necessarily reflect my way of living (curfews, time on/off, no smoking, no alcohol, etc.). My signature below confirms that I have read, understood, and agreed to abide by the terms, conditions and rules as detailed above. I agree that all information written and given to CCUSA is 100% correct. I allow CCUSA to send me program information and updates via email. I also allow CCUSA to forward my name, email address and postal address to our preferred travel agent, to other counselors who may wish to share a room for any travel options and to counselors placed at the same camp or traveling on the same flight. I allow photos taken of me at meetings, arrival sites and/or at my employer location to be used for publicity purposes. California law applies to any disputes arising out of this agreement.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please make a copy of this for your own records and return the signed original to your local CCUSA Office**

(Signature)

CCUSA GmbH  
Ewa Ström, Director

