

KAMP USA

Application Notes 2008



The following notes are numbered to match the box numbers on the **KAMP Application Form**. Please follow these notes as you fill in the form.

1. Your full name must be written exactly as it appears in your passport - don't forget your middle names!
- 2/3. Give your full home and term addresses (including postcodes). **Don't forget to include your telephone number(s)** so we can contact you. A camp director may also want to phone you and will need this information. There are also spaces for you to write your e-mail address(es).
4. State your age on 1st June 2008 and write the year, month and day of birth in the spaces provided.
5. Please indicate name of the university/college you currently attend. If you are a final year student, please also indicate the university/college you will be attending in Autumn 2008 (final year students can usually only apply with an unconditional offer for a further full time course starting in Autumn 2008. This condition may not apply in your country, so if this affects you please check with your BUNAC partner organisation before applying.).
6. The information on your country and city of birth, country of residence and nationality (citizenship) is required for the US visa application process. Please be accurate!

If you do not have a full, valid passport, **please apply for one NOW**, but do not delay in sending in your application. When you have your passport information, please notify us of the details. Some nationalities have to pay the American embassy an additional charge for processing your visa.
7. Please put the earliest, **specific**, date possible on which you will be able to travel to America. The earlier the better, as this increases the chances of fast placement. Don't apply at all if you can't leave until after 21st June. Please confirm the dates you can leave, check exam schedules etc., with your college/university **before** you apply. You may lose a job later if you have to change your date of departure.
8. This doesn't commit you; it gives us an idea and reassures the camp director that you are not planning to leave in the middle of camp! Most camps run until the third or fourth week in August, so you should be available until at least August 20th.
10. Please say 'None' if you have no active religion. Some camp directors prefer staff who have some religious affiliation even if the camp is not a 'church camp'. You may wish to indicate your religion even if you do not wish placement on a religiously affiliated camp.
12. **If you have worked on an American summer camp before and now wish to go to a different camp, you must attach a reference from your previous camp plus a letter stating why you do not wish to return to the same camp.**
13. **Drinking and drugs: camps object strongly to drink and drugs on camp and anyone caught with alcohol or drugs, or who returns drunk at night will be fired. Please do not apply if you cannot co-operate with such a rule.**
14. **Tell the truth. Some camps allow smoking, but if we place you in a camp that does not (on the strength of your answer to this question) and you do then smoke, you will be fired.**
15. Placement is possible at many different types of camp. We need to know where you are willing to go. Refer to the descriptions on Page 3 of the *KAMP USA Programme Information* leaflet. Be as flexible as possible.
16. Many camps are either single sex or 'brother-sister' (where the sexes live on the same site but quite separately). Express your preference, but we suggest that you also tick YES to 'But will either do?' to give yourself more possibilities for placement.
17. Most of the camps we work with are in the north-eastern corner of the USA, but a few *KAMP*ers are placed further away in the southeast, the midwest, Texas, on the west coast (not many places available here) and in Canada.

This means that you could start your post-camp travels away from New York and work your way back east for the return flight home from New York. If you do wish to restrict your area of placement, mention it here but be aware that stating a preference for a particular area may limit your chances in areas where more places are perhaps available.

Your Application Form

The completed form serves as your application to become part of an international cultural exchange programme – *KAMP*. It is also your application to an employer (the camp director) for a summer job. It is to your advantage therefore, to present yourself on the form as a well-motivated, responsible person, someone who could be an asset to a camp's staff. Be upbeat and lively, present a good image, and be yourself! For the employer this is the closest they can come to an interview, so make it neat, clear, and readable. Don't be too brief in your answers to questions 24, 25 and 29 – what you say here, above all, tells the employers most about you as a person and your suitability for their camp, so take special care with these answers.

18. If you are applying for a job involving driving, please include photocopies of both sides of your driving licence.
 19. Mark as many job areas as you can to give a realistic picture of your previous work experience. You will have a chance to elaborate on these skill areas on the next page in Q 21.
 20. Be as flexible as possible with job choices - tick 'ANY AREA' if you can be totally flexible.
 21. Camp directors require detailed information about the skills you have to offer. For example in Q19, if you have indicated a '1' next to 'Baking', we need to know what you can bake – cakes, biscuits, pastries, for how many? Can you do decorative icing? The same applies to 'Maintenance'. If you indicated '1' next to Carpentry, can you undertake general woodwork, repairs to cabins, etc? Which power tools can you use? Please give as much relevant information as you can. If you are applying for a specific position such as driver or stablehand, again give as much information as possible about your previous experience in these areas.
 22. Application with friends – if you are applying with friends, PLEASE make sure that all your applications are sent in early and **together**. This is important, as we can't begin the placement process until we have received the applications from all the friends you list.
- 25/29. Your personality should come through here!** Be as descriptive as possible. Remember that this is what the director will read to learn about you and your background. A director likes to know as much as possible about your family, your childhood and education, your hobbies and ambitions, spare-time activities at college and other relevant information. At least cover the suggestions in the question.
26. You are required to disclose all convictions no matter how long ago. Please include driving offences. Note that your camp may require you to provide a police background check. *BUNAC reserves the right to cancel any applicant whose failure to declare any criminal convictions is later discovered as a result of the background check or US Embassy search. In such cases no refunds will be made.*
 27. It is very important to mention here any ongoing medical problems (diabetes, epilepsy, recurring injuries, etc.) as well as any past serious illnesses. Failure to do so could cause you real and expensive problems later on and may affect which insurance policy applies. Please also say if you are a vegetarian, kosher, don't eat pork, etc. Not all camps can cater for special diets (incl. vegetarian) and so must be aware of your needs when considering your application. NB: Your camp will probably require you to have a medical (at your expense).
 28. Please give the name, address and telephone number of the person to contact first in an emergency.
 30. In order to protect the interests of the Club in the event that a *KAMP*er leaves camp early for any reason, applicants must provide a guarantor (normally a parent or guardian). Please indicate that you are able to do so and give the guarantor's name. You or your guarantor will be liable, on a pro-rata basis, for up to \$845 (\$1495 if on a BUNAC flight from London), this being the amount that BUNAC would normally receive from the camp to cover your visa, administration air fare (if applicable) and other expenses.

Your local BUNAC partner organisation will tell you which flight options are available from your country.
 31. Once we have accepted you on to *KAMP*, we shall be actively trying to place you until mid May. Your signature here indicates that you have read the current *KAMP* information in the brochure or on the website, understand and accept the programme ethos and conditions and are similarly prepared to make a commitment to *KAMP*. We ask you to tell us if your circumstances change in such a way as to alter your answers on the form. Your agreement to remain available until a later date in May or June is helpful information for us when considering your chances (if still unplaced) in mid-May.

DON'T FORGET TO INCLUDE...

- A fully completed and SIGNED application form with photo attached.
- Application fee - Paid to your local BUNAC partner organisation.
- Proof of student status - please obtain a letter from your college tutor or registrar stating your course details and enrolment for the current academic year and that you are expected to return next year.
- Photocopy of details page from passport.
- Photocopies of any previous US visas.
- Photocopies of any other relevant information referred to on the application form - e.g. driving license (essential for a driving job), typing certificates, catering certificates, etc.