

REGISTRATION PROCEDURE

1. Family should fill out entire registration form.
2. Student should return completed application, health form and payment to his/her teacher.
3. Payment can be made by credit card (Visa, MasterCard, or Discover) or check. Checks should be made payable to **Concordia Language Villages**.
Please write the student's name on the check.
4. Teachers should send all forms and payments to the address below 30 days before the session.
5. Teachers should collect remaining fees from students 30 days before session and forward to the address below.

IS MY CHILD READY TO PARTICIPATE?

In order to participate in a Village Field Trips program, your child should be able to meet his/her personal needs such as showering, getting dressed and eating, moving independently from place to place, and effectively interact in our group based and community living environment. By completing this registration form, you – as a parent/guardian – are attesting that your child meets these criteria.

FOOD ALLERGIES

Eating culturally authentic foods is an essential element of a Language Villages immersion experience. Some of these foods contain items to which a person may be allergic; consequently, our program is not appropriate for people whose food allergy is so sensitive that being around others eating that item triggers anaphylaxis.

HOUSING ASSIGNMENTS FOR OVERNIGHT FIELD TRIPS

Housing is in comfortable, winterized cabins and villagers are assigned according to sex and age. It is common for different school groups to share a cabin. Each cabin houses 10 to 14 villagers plus staff and other adults.

PROGRAM COSTS

	2012	2013
Day Field Trip	\$25	\$27
Overnight Field Trip	\$69	\$70

PHOTOGRAPHING VILLAGERS

During Village Field Trips we often photograph or film Village life. Images may be used in displays, on our Web site, for publication or in advertisements. All photographs, video, or audio are exclusive property of Concordia Language Villages. No compensation is paid to the villagers or staff whose photos are used. Villagers will never be identified by legal name or home address in any publications without prior parental consent.

CANCELLATION POLICY

Cancellations must be reported in writing to our Bemidji office.

- **More than 14 days before program:** all payments, less the \$10 nonrefundable deposit, will be refunded.
- **Within 14 days before the program:** no fees will be returned.
- **Transportation fees:** fully refundable more than 14 days before the program. After that date, transportation fees are not refundable.

WEATHER-RELATED CANCELLATIONS

If Concordia Language Villages cancels the weekend program, all payments will be refunded. If a group decides on its own it is unable to attend due to weather, payment will be refunded, less the \$50 deposits and up to 50 percent of the Concordia Language Villages' charter transportation expenses.

If you have questions or comments, write, call or fax:

Village Field Trips	(800) 222-4750 ext. 4718
Concordia Language Villages	E-mail: clvforest@cord.edu
14189 Ostlund Trail North	Fax: (218) 586-8601
Marine on St. Croix, MN 55047-4419	

The Concordia Language Villages program does not discriminate or deny benefits to its USDA Child Nutritional Programs on the basis of race, creed, color, national origin, age, sex or physical handicap and is in full compliance with Title IX of the Educational Amendments of 1972. © 2012 Concordia College, Moorhead, Minnesota 1780/400/0812

PLEASE COMPLETE THE REGISTRATION FORM BELOW, DETACH AND RETURN TO THE TEACHER



CONCORDIA
LANGUAGE VILLAGES

2012-2013 VILLAGE FIELD TRIPS REGISTRATION FORM

Please complete this registration form and return it to your teacher with your deposit.

PLEASE PRINT CLEARLY AND INCLUDE ALL INFORMATION.

Program language	<u>Spanish</u>	Dates attending	<u>3/14/13</u>	School name	<u>Cyber Village</u>
Student's name	First _____ Middle _____ Last _____	Teacher/Language Teacher	<u>Odle</u>		
Birthdate	Month/Day/Year _____	Age	_____	Sex:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Home address	_____		City	_____	State _____ ZIP/Postal code _____
Home telephone (_____)	_____		Cell phone (_____)	_____	
Parent/Guardian name(s)	First _____ Middle initial _____ Last _____	Parent/Guardian e-mail address(s)	_____		
Parent/Guardian Signature	_____				

Office Use only

HF _____

DP _____

Program Cost (see above)

Fees include transportation, room and board.

Round-trip Transportation (optional)

Twin Cities Metro Area - The Forest \$32

Contact teacher for time and location.

Total enclosed

+ \$ 70

+ \$ _____

= \$ _____

Payment Method

☐ Check enclosed (Please note the student's name on the check to help us credit the proper student account.)

☐ Visa ☐ Mastercard ☐ Discover

Card number _____ 3-digit CVS Code _____

Expiration date _____ Cardholder name _____

Signature _____ Date _____