

Blue Lake International Exchange Program Enrollment Information

Included in this Packet

1. Enrollment Information containing important information on:
 - a. Tuition and Financial Assistance info
 - b. Attendance, Transportation, and Health Policies
 - c. International Student Pledge
 - d. Uniform and Equipment Requirements
2. Rehearsal and Tour Dates
3. Contract for enrollment
4. Emergency Contact Information Sheet

Decisions, Decisions

In a typical season, Blue Lake has nearly 2,500 applicants for 400 student positions within the International Exchange Program. We hope you can join us! If, for some reason, you are unable to enroll in the program at this time, we request that you notify us by the date listed on your cover letter so that we may extend an invitation to another applicant. Thank you for your consideration!

An International Representative will be contacting you. They will...

- Confirm that you have received all written materials
- Answer any questions you may have
- Review the enrollment process
- Request a decision from your family by the due date listed on your cover letter

To Enroll in Blue Lake's International Program

1. Review all written materials carefully. Address any questions or concerns with an International representative at 1-800-221-3796.
2. Sign your contract and "Acknowledgement and Acceptance" page.
3. Complete Emergency Contact Information sheet.
4. It is important that all information requested be completed thoroughly and **accurately**. Please review materials prior to enrollment.
5. Include your deposit of \$750 (\$800 choir) (visa, master-card, discover, money order, or personal check)
6. Mail all materials to Blue Lake International Program by the due date in your cover letter.

Once You're Enrolled

You will receive regular informational packets throughout the year to help guide you as you plan and prepare for this exciting adventure. As always, feel free to call with questions!

Mail Materials to:

Blue Lake International Exchange Program
300 East Crystal Lake Road
Twin Lake, Michigan 49457

Blue Lake International Absence and Transportation Policies

Absence Policy

All rehearsals are extremely important to the International Program. Each group will accomplish much during scheduled rehearsals. This is due in part to the continuity, consistency, and intensity of our rehearsals. It is also due to the hard work and superior effort put forth by the individuals in each group. A portion of that effort is attendance. As stated in the contract, full attendance is expected of each and every member of the International Exchange Program. Individual absences will harm the whole group.

Each year, many International Program members make personal sacrifices in order to attend these crucial rehearsals. We are extremely grateful to those students and their parents who work to arrange transportation schedules so that students can attend rehearsals.

There are also a few individuals who feel that the International Program should give them special consideration -- make an exception for them -- allowing them to miss a rehearsal while other members were denied permission. Blue Lake's International Program does not believe in double standards. Students and staff alike are under the same set of rules, regulations, and policies. We appreciate your understanding and cooperation.

Following is a summary of the International Exchange Program's absence policy. Please take time to read over the procedures regarding absences and proper notification. If you have any questions, please call us at 1-800-221-3796.

1. Absences will be excused for the following reasons:
 - a. Extreme illness
 - b. Performance of school or Honors group (i.e. band, orchestra, choir, etc.)
 - c. Sudden death in family
 - d. Senior graduation (not to exceed one day)
 - e. Upper Classman Prom
 - i. Although highly discouraged, students will be allowed to miss no more than one day or one evening of rehearsal activities in order to attend an upper classman prom. If a prom falls on a Saturday night, students are expected to return to international rehearsals the immediate morning following this event (Sunday morning)
 - f. Final exams
 - i. Students will not be excused in order to study for exams. If a conflict exists, every effort should be made to reschedule final exams in order to provide participation in International Program rehearsals. This should be addressed **early** in the school year, not in the spring semester. Blue Lake recommends acquiring an exam schedule change in writing from principals or teachers. Most school districts/educators have been very accommodating with regard to this issue.
2. The International Program Office must be notified in writing at least 30 days in advance.
 - a. Office must receive written notification of other performances by the first of the month in which the rehearsal is scheduled.
 - b. Written notification must contain name, date, time, and place of event, and how long absence will be.
 - c. Office should receive written notification of illness or family death as soon as possible.
 - i. Notice of extreme illness must be accompanied by a physician's recommendation.
3. Effort must be made to miss as little of a scheduled International Rehearsal as possible.
 - a. Written notification must inform the office of the exact time student will leave and return to Blue Lake.
4. Absences are subject to review by International Program Administrators.
 - a. Excused absences will receive confirmation (via phone or email) from the International Office.
 - b. Unexcused absences will be notified via phone or email.
 - c. Unexcused absences may result in dismissal from the International Exchange Program.

Transportation Policy

Blue Lake expects parents to meet and pick up their student in Detroit or Chicago when the group returns from Europe, and strongly discourages connecting flights. This recommendation is the result of past experiences with delayed or canceled flights, airline restrictions for unaccompanied minors, and the resulting problems leading to additional expenses, logistical problems, and anxiety for both students and parents.

In the event that it is absolutely necessary to use a connecting flight, parents must check with connecting airlines for possible age restrictions (i.e. minors traveling alone). Although a Blue Lake Staff member will escort any connecting flight students to the front doors of the domestic check-in facility for connecting flights, Blue Lake cannot be responsible for problems which may ensue as a result of airline restriction, flight delays, or flight cancellation. Please refer to Item No. 14 (Parents transportation obligation) in contract.

Health Policy

Upon arrival at camp for May and June, your student's cabin counselor will take you through the check-in process. In addition, the cabin counselor will ask several basic questions regarding your student's current health condition, and confirm medical release information in the event that your child must leave camp due to illness. Plan to designate a family member or other party over the age of 21 to assume responsibility for your child in the event that you are not available to do so.

Please be aware that students who have had an Influenza-like Illness in the 7 days prior to the start of the camp (May or June) will not be permitted to attend. In addition, if your student has been exposed to a person with an Influenza-like Illness in the 7 days prior to the start of camp, they may attend camp but should closely self-monitor and report development of ILI symptoms immediately.

As always, Blue Lake's health staff will be available 24 hours a day to assist students with any health concerns. In the event that your child exhibits symptoms of concern during camp, the International staff will contact you directly.

Any student who is unable to attend or remain at camp, or complete the tour, due to an ILI will have the option to attend in 2013 without additional expense, or receive a refund per Blue Lake's refund policy. Please refer to paragraph #8 of the contract for more information.

Blue Lake International Student Citizenship Pledge

Retain for your records

As a “Goodwill Ambassador” for Blue Lake Fine Arts Camp, my Family, my community, and my country, I, the undersigned, understand the importance of the rules and policies as stated in this pledge.

I understand that my host families in Europe and the United States will be encouraged to submit an evaluation of my performance and behavior as a guest in their homes, and that this evaluation will be shared with my parents at the discretion of the International Program.

I understand that my mission as a member of Blue Lake's International Exchange Program is to present artful performances for our audiences, to learn about the culture, communities, and countries I am visiting, and to establish friendships with my host families. I will behave in a polite, dignified, and friendly manner while touring with the group and while a guest in my hosts' homes.

I understand that my host families will prepare nourishing food for meals which may be typical of the country and/or area, and that this food may be different to that which I am accustomed to eating in my own home and country. I agree to be gracious and appreciative of the food offered to me by my host families, and agree to display appropriate table manners at all times. (Note: students with dietary restrictions must indicate so on the health form and student information sheet, and should be prepared to explain any restrictions to host families).

I understand that I am expected to behave in a professional manner before, during, and after all performances. I understand the importance of presenting a well-disciplined and professional image on stage, in addition to an excellent artistic performance. I further understand that all members of the International Program are responsible for taking their instrument and/or other equipment from the stage or performance area to the bus for loading after each event, and that I will be responsible for my own belongings.

As a member of the Blue Lake Fine Arts Camp International Exchange Program, I agree to abide by the following rules and regulations which will prevail beginning with the first rehearsal in November and continuing in April and throughout the May and June residency, the European and U.S. tours, and homecoming events during the summer.

1. Campers are required to comply with the Uniform & Equipment Regulations throughout the entire program.
2. Students are not permitted to store or consume alcohol, tobacco products, or illegal drugs on the campus of Blue Lake Fine Arts Camp or while traveling within the International Exchange Program. Campers will be expelled immediately for such behavior. Circumstances involving illegal activity will be reported to the proper authorities.
3. Threats of violence and acts of violence will be treated as criminal activity and addressed as such by the appropriate authorities. Campers will be expelled immediately for actions involving objects used as weapons, threats of violence, or harassment of a violent, discriminatory, or sexual nature.
4. Intentional personal harm to self or others, threats of personal harm to self or others, or other actions resulting from severe emotional distress or disturbance is cause for expulsion.
5. Vandalism, theft, destruction or defacement of camp, public, or private property, and graffiti of any kind will not be permitted, and is cause for expulsion.
6. Hazing, bullying, teasing, fighting, inappropriate joking, or actions risking the safety of others will not be tolerated and is cause for expulsion at the discretion of the International Program staff and administration.
7. Inappropriate communications (disparaging or threatening remarks, comments, or photographs about/of the organization, participants, or events) via email or social networking websites will not be tolerated and is a cause for expulsion. Blue Lake does not host or sponsor a social networking site. The use of the copyrighted camp names and logos are not allowed without written permission.
8. Unless accompanied by faculty, staff, or host family, students are not permitted under any circumstances to go out of bounds or travel alone.
9. Attendance at all scheduled rehearsals, performances, and other events is required, unless an excused absence has been granted by the International Program administration.
10. Physical affection between students will be limited to holding hands only.

11. Cell phones are not permitted at any time in the International Exchange Program, including rehearsals, camp time, and tour.

I understand that I am responsible for my own actions and will be held accountable for my behavior. I further understand that unacceptable behavior will not be tolerated, and may jeopardize my membership in Blue Lake's International Exchange Program and Summer Camp Divisions.

Blue Lake International Uniform & Equipment Regulations

International participants are required to obtain the minimum number of each item, which is specified below. Students who wish to obtain more than what is specified are welcome to do so. The items indicated with a must be purchased through the International Exchange Program. Uniforms will be worn any time the group is together. Appropriate "Civilian" outfits may be worn only when with host families.

The Blue Lake Uniform consists of the light blue uniform shirt (or white concert shirt) and navy blue bottoms. The "Concert" uniform will be worn during concerts, special occasions, and any time requested by the International Staff. Students will remain in Concert uniforms after the concerts and will not be permitted to "change" until after leaving the rest of the group. The "Travel" uniform (light blue Blue Lake Shirt) will be worn for arrival in new communities, for sight-seeing activities, and any time the group is together. Shirts must be tucked in.

Required Uniform Items Available only through Blue Lake

- 2 Blue Lake light blue polo shirts
- 1 Blue Lake quarter-zip micro fleece (or sweater from a previous year)
- 1 Blue Lake pair of palazzo pants (girls only) (not required for ballet ensemble, art, or theater members)
- 2 Blue Lake white concert uniform shirts (not required for ballet ensemble members)
- 1 Blue Lake back pack

Required Uniform Items Not Available through Blue Lake

- 1 pair comfortable walking shoes or athletic shoes – must be mostly white, brown, navy blue, or black (no other colors)
- Blue jeans – new and darker blue, no extreme styling, no rips or holes
- White sports socks for everyday wear
- Natural color nylons (girls only)
- 1 pair navy or black dress shoes: flats or low heels - closed toe and heel (girls only)
- 1 pair navy blue dress pants (boys only)
- 1 pair navy blue dress pants or skirt (longer than knee) (For art and theater girls only)
- 1 black dress belt (boys only)
- 1 pair black dress shoes (boys only)
- Black dress socks (boys only)

Optional Uniform Items

- Navy blue or dark denim Capri pants (girls only)
- 1 pair navy blue walking shorts (boys only)
- 1 pair navy blue Bermuda shorts (girls only)
- Navy blue gauchos (girls only)
- Dark denim or navy skirt – below the knee (girls only)
- 1 Blue Lake sweatshirt (available at camp store during June Intensive Week)
- Navy blue, black, or dark brown travel size purse or fanny pack (6 x 9 inches, to carry passport and money)
- *1 Blue Lake pull-over jacket (If you choose to take a jacket on tour – it must be the Blue Lake pull-over jacket).

Prohibited Items

- ⊙ No Hats, bandanas, head wraps, scarves
- ⊙ No Extreme footwear (such as combat boots, thigh boots, etc)
- ⊙ No Non-Blue Lake sweatshirts, sweaters, jackets, or backpacks
- ⊙ No Shoes which are dirty, in poor condition, or in disrepair
- ⊙ No shorts (other than walking shorts for boys and Bermuda shorts for girls)
- ⊙ No Excessive, large, gaudy, jewelry (earrings should be no larger than a quarter)
- ⊙ No Eyebrow, nose, tongue, lip, or excessive ear piercings (1 set of conservative ear rings is permissible)
- ⊙ No Extreme blue jean styles (ripped, faded, patched, paneled, embroidered, flairs, striped or patterned, etc)
- ⊙ No Extreme hair colors or styles, no shaved heads, no dread-locks. **Boys:** Hair not longer than top edge of uniform shirt collar; side burns - not lower than ear lobe; No mustaches or beards. Staff ages 25 years or older exempt if trimmed and neat. **Girls:** Hair - if worn down, must not be longer than the middle of shoulder blades. Hair may be longer only if it is worn up or tied back at all times.
- ⊙ No sweat pants or gym shorts/pants allowed with the uniform

Other Suggested Items

- 4 "civilian" outfits (1 appropriate for dinner in a restaurant, 3 appropriate for sightseeing).
- 1 bathing suit
- Underclothes
- 1 set pajamas
- 1 lightweight bath towel
- 1 wash cloth in plastic bag
- Travel alarm
- Personal health supplies and toiletries

Luggage and Equipment Requirements

- 1 24" Suitcase - must be framed **or** hard-sided (not free-form like a duffle bag). The 24" measurement will be the largest dimension of the suitcase, and does not include wheels or handles. In order to facilitate packing of cargo hold in plane and busses on the tour, it is extremely important that suitcases do not exceed size requirements. Suitcase weight when packed will be limited to 30 pounds in order to allow for the extra instruments and equipment in the cargo bays. If purchasing a suitcase - be sure to consider the weight of the suitcase itself. Please refer to www.luggageonline.com as a resource for suitcases.
- 1 Blue Lake backpack (as listed above)
- 1 24" Duffle Bag (for ballet ensemble members only)
- 1 folding wire music stand in case (orchestra, band, and jazz members only)
- Instrumentalists: Instrument cases must be hard-sided and sturdy. Packing straps are recommended for traveling.

Note: Students will be allowed two carry-on items for flights. One item will be the official Blue Lake backpack. The second item will be a personal item (purse, fanny pack, camera bag (not exceeding 6x9 inches) or instrument, if listed below. The following instruments must be carried on the plane:

Flute/Piccolo

Trumpet

Violin

Clarinet

Oboe/English Horn

Alto Sax