IMPACT UNIVERSITY – 2016
REGISTRATION INSTRUCTIONS BCIowa.org/IU2016

In an effort to service a larger population, there are now multiple ways to register for Impact University. Please read the registration instructions below and choose the option that best fits your needs.

TRANSPORTATION

Please contact Eugene at 515-274-2420 or eugeneguthrie@me.com for registration questions. When arranging transportation to and from Storm Lake, Iowa, remember students cannot be transported to Storm Lake by Impact staff, as staff will arrive a day earlier than students.

CANCELLATIONS

We urge you to locate a substitute for anyone who may need to cancel. Please attempt to substitute a boy for a boy or a girl for a girl, because of room assignments, which will have already been made. We cannot refund registration fees, except in the case of a death in the family or illness of a participant with written advice from his/her doctor indicating s/he should not come to camp. A $25.00 processing fee will be subtracted from any approved cancellation.

ONLINE REGISTRATION INSTRUCTIONS

Complete online registration instructions can be found at bciowa.org/IU2016
NOTE: In addition to the online registration, each registrant MUST complete a medical release form (available online at bciowa.org/medicalrelease)

Churches may choose to designate a church registrar to collect the following information for each student:

- First and Last Name
- Preferred Name for Camp
- Grade entering in the fall of 2016
- Gender
- Date of Birth
- T-Shirt Size (adult sizes only)
- New to Impact?
- Church Name – City

With this information, the church registrar may complete the online registration for everyone at once and pay the $50 per person with a credit card. Additional students may be entered at a later date.

OR

Each student/staff may complete the online registration themselves. They may pay the $50 per person deposit with a credit card.

OR

A church may choose to use a combination of online registration options. For example, a church may designate a church registrar to handle all student registrations and encourage staff to make their own registrations.

OR

A church may choose to use a combination of all online and mail-in registrations.

OR

A church may choose to only use the mail-in option.

MAIL-IN REGISTRATION INSTRUCTIONS

Establish a Contact Person for your church.

This person will be responsible for the following:

1) Making copies and giving appropriate forms to each person.
2) Collecting all registration forms and mailing them to our office with registration deposit.

1STEP ONE: Make copies and give appropriate forms to each person. Make sure you keep a copy of the student (including Black School Application) and staff forms for yourself in case you need more copies later. Printable forms are available online at BCIowa.org/IU2016forms

STUDENT REGISTRATION

Instruct students to complete the registration form and medical release form and return them to **YOU** signed by his/her parent or guardian. Students interested in applying for Black (Leadership) School must also complete a **Black School application and have a pastor recommendation completed by June 15, 2016.** Collect their **$50.00 deposit**.

ADULT REGISTRATION

Instruct staff to complete the 1) registration/medical release form, 2) adult enlistment form, and 3) church history and prior experience (first-time staff only) and return them to **BCI**. **Make sure the pastor recommendation is completed (available online at bciowa.org/staffrecommendation).** No adult staff will be considered without a pastor recommendation. Collect their **$50.00 deposit.**

Please remember that Family Leaders are required to pay the same fee as students. It is suggested that the sending church pay the Family Leader's fees for their ministry.

Teaching Staff and other Administrative Staff (team leaders, assistant team leaders, nurse, recreation, security) are required to pay $125 per person.

2STEP TWO: Collect all registration forms and mail them to the Baptist Convention of Iowa office.

BEFORE MAILING: please check to make sure they are properly completed and signed. Then complete the "**Contact Person Information Form**" and the "**Roommate Preference Form**" and mail with all of the signed registration forms and **a single church check for the total amount of registration deposits (or total registration fee if you prefer) to:**

Baptist Convention of Iowa
Attn: Impact University
P.O. Box 619
Ankeny, Iowa 50021

Keep an extra blank copy of the Contact Person Information Form and the Roommate Preference Form for any later registration mailings.

Please send the remaining fees, in the form of **a single church check**, with your students or staff to the Impact University campus at Buena Vista University. **Adults will register on Sunday, July 10th beginning at 4:00 PM. Students will register on Monday, July 11th beginning at 1:00 PM. NO STUDENTS WILL BE ALLOWED TO REGISTER OR BE ALLOWED IN THE DORMS BEFORE 1:00 PM.**

Please keep a blank copy of this form for any later registrations. Register online BCIowa.org/IU2015

CONTACT PERSON INFORMATION FORM

First Name _____ Last Name _____

Address _____ City _____ State ____

Zip _____ Home Phone ___-___-____ Cell Phone ___-___-____

Work Phone ___-___-____ E-Mail _____

Church Name _____

Church Address _____ City _____ State ____

Zip _____ Church Phone ___-___-____

Number of Support Staff registering (nurse, rec, security) @ $125.00 ____

Number of Students and Family Leaders registering @ $275.00 ____
Completed registration forms postmarked **on or before June 1, 2015**

Number of Students and Family Leaders registering @ $290.00 ____
Completed registration forms postmarked **June 2 - June 29, 2015**

Number of Students and Family Leaders registering @ $315.00 ____
Completed registration forms postmarked **June 30, 2015 – July 6, 2015**

Number of additional fees @ $45.00 PER STUDENT ____
Every church must supply one Family Leader for every 1 to 6 students attending or pay an additional <u>$45 per student.</u>

Total Pre-registration Amount $ _____.__

$50.00 for every registered student and staff plus $45 additional fees as needed

Check # _____

Please make checks payable to
Baptist Convention of Iowa

I have checked all forms to <u>confirm that they are completed.</u> I verify they are correct.

Signature of Contact Person _____ Date _____

If you have any questions regarding your registration contact Sandy 515-278-1566, sguthrie@bciowa.org.

LAST MINUTE REGISTRATIONS WILL <u>ONLY</u> BE ACCEPTED ONLINE

COST: $385 July 6-July 10

DOWNLOADABLE ROOMMATE PREFERENCE FORM AVAILABLE AT: bciowa.org/IU2016Forms
Please keep a blank copy of this form for any later registrations.

CHURCH _____DATE _____

ROOMMATE PREFERENCE FORM

Students from your church will get to sleep in the same area of the dorm
(boys separate from girls, of course).
Students will be sleeping 2 per room. Please group students from your church in pairs.
We will do our best to make sure these get to sleep in the same room. If only 1 student is listed per room, a student from another church may be added to fill the room.

BOYS	GIRLS
1) _____	1) _____
2) _____	2) _____
1) _____	1) _____
2) _____	2) _____
1) _____	1) _____
2) _____	2) _____
1) _____	1) _____
2) _____	2) _____
1) _____	1) _____
2) _____	2) _____
1) _____	1) _____
2) _____	2) _____
1) _____	1) _____
2) _____	2) _____