



Selection Packet: Getting Started Summer 2009

Congratulations on your acceptance into the Student Conservation Association!

Giving back to our national parks, forests and other public lands is among the most meaningful things anyone can do. We are grateful to you for stepping up and we're likely as eager as you are to hit the field and get to work.

To ensure that your SCA experience is both productive and enjoyable, it's important that you properly prepare for your crew. Between now and the time you leave for your program, we'll be sharing useful information to help you do just that.

Here is what you'll need to do next:

Now that you have received your Offer Letter and accepted your program, there are two final items that still require your attention:

1. Submit Your Travel Itinerary

(Does not apply to CLC & Community members)

Sending us your travel itinerary will reserve your placement on your crew. As mentioned in your Offer Letter, you must arrange your travel and send us a copy of the itinerary within two weeks of our offer or we may offer your placement to another qualified candidate. Please refer to your Offer Letter for dates and times.

If you are experiencing any problems or delays in making your travel plans, please call us and let us know as soon as possible and we will do everything we can to help you get into the field with us this summer.

2. Submit Your Medical Response Waiver and Participant Agreement Forms

If you have not already submitted these forms (included on the following pages) please do so now. Simply print them out, fill in the required information and send them in. You can fax them to 800-939-3141 or mail them to the address provided. You may send them with, or without, your travel itinerary.

Selection Checklist

- SUBMIT TRAVEL ITINERARY ***
- SUBMIT MEDICAL RESPONSE WAIVER ***
- SUBMIT PARTICIPANT AGREEMENT ***
- READ CREW MEMBER GUIDE
- READ GEAR GUIDE
- READ PARENT'S GUIDE
- SUBMIT FINANCIAL AID (OPTIONAL)

* REQUIRED

Explore the rest of this packet:

The items included below will provide you with the rest of the information that we have available for preparing for your program. The Crew Member, Gear, and Parent's guides have a lot of basic information about attending an SCA program and are very informative. For further background on our programs visit our website: www.thesca.org.

All the details about your program will be provided by your Crew Leaders. Your leaders will typically contact you 2-4 weeks before your program begins. By that time they will have conferred with our agency partners at your site and will have specific information, including:

- What to expect your base camp to look like
- The type of work you will be doing
- A packing list specific to your location

Over the last 50 years SCA has served as the entry point from which thousands of people, just like you, have stepped into a beautiful, natural world. When they return, they do so with new friends, new confidence and a new appreciation of our world. Thank you for helping to conserve our precious open spaces and public lands - we wish you the best in your adventures this summer.



SCA MEDICAL RESPONSE WAIVER
Medical Contact Information

Fax: 1-800-939-3141

Mail: 689 River Road, PO Box 550, Charlestown, NH 03603

Please return completed form to SCA within two weeks of receiving your Offer Letter.

PARTICIPANT NAME

_____ Last _____ First _____ Middle _____

We understand that our son/daughter is participating in a field program and may be subject to risks and dangers that may occur and to injury or illness in places that may be distant from medical personnel and facilities.

If any injuries or illness occurs at a time when you are unable to communicate with either of us, we consent that first aid, medical, dental, surgical treatment or other arrangements, that may be necessary in connection with such injury or illness, can be administered and undertaken and will be under the control and responsibility of such persons, medical or dental personnel or facilities as are then available in the area and to which our son/daughter is referred by the Student Conservation Association, Inc. or its representatives.

Please be advised that workers compensation is not available to any participant in this program.

Applicant is eighteen (18) or older

Applicants Signature _____ Date _____

Parent or legal guardian signature _____ Phone # _____

For our insurance records, please answer the following questions.

Is applicant covered by a hospitalization and medical policy? _____

If yes, please indicate the name and address of your insurance company.

Indicate Policy or Certificate Number _____

Head of family Name and Social Security Number _____

Physician's name and phone number _____

Please provide the names(s), address and phone number(s) of your parent(s) or legal guardian(s), to be contacted in the event of an emergency.

Name _____ Home Phone () _____

Street _____ Work Phone () _____

City _____ State _____ Zip _____

Please provide the names, addresses and phone numbers of 2 relatives or close family friends that can be contacted in the event of an emergency.

Name _____ Name _____

Street _____ Street _____

City _____ State _____ Zip _____ City _____ State _____ Zip _____

Phone () _____ Phone () _____

Relationship _____ Relationship _____

Language spoken at home _____ Language spoken at home _____

Please notify SCA with any changes regarding the above information



SCA PROGRAM PARTICIPANT AGREEMENT

Fax: 1-800-939-3141

Mail: 689 River Road, PO Box 550, Charlestown, NH 03603

Please return completed form to SCA within two weeks of receiving your Offer Letter.

(Including assumption of risks and agreements of release and indemnification)

Please read this document carefully. It contains important information about the participant's program with The Student Conservation Association, Inc. ("SCA") and its risks, and describes certain rights of SCA in the event you suffer a loss in connection with the program. It should be signed by all Participants (adults and minors) and by at least one parent, or guardian (either, referred to as Parent) of a minor Participant (under 18 years of age).

Acknowledging that the economic viability of SCA programs is based upon participants executing this document, and in consideration for being permitted to participate on such program(s), Participant and Parent of a minor Participant, acknowledge and agree as follows:

ACTIVITIES AND RISKS

I, _____, Participant, adult or minor, acknowledge that I have voluntarily agreed to participate in the SCA program of my choice with knowledge that travel to, and volunteer work in, the area designated for this SCA program involves risks and dangers including, but not limited to the following: exposure to the unpredictable forces of nature; accident or illness without the means of rapid evacuation or the availability or adequacy of medical attention; physical exertion for which I may not be prepared; the use of a variety of tools, including picks, shovels, and chain saws; misjudgments and even carelessness on the part of SCA staff members and other participants in the program, and, in certain programs, the hazards of moving about in an urban, rural or wilderness environment. Such risks are inherent in an SCA experience: that is, they cannot be removed without changing the nature of the activity, and reducing its value to the participants. I acknowledge that the enjoyment and excitement of participating in an SCA program is derived in part from these and other inherent risks related to travel and a variety of environments and activities beyond the relative safety of life at school, work or home; and that these inherent risks contribute to such enjoyment and excitement, and are a reason for my voluntary participation. I understand that other risks, not inherent and perhaps not even foreseeable, may be encountered in the course of my SCA activities. The following is a description of the SCA program in which I expect to participate:

[REFERENCE OFFICIAL OFFER LETTER FOR SPECIFIC SCA PROGRAM]

ACKNOWLEDGEMENT AND ASSUMPTION OF RISKS

I, an adult Participant, or Parent of a minor Participant, (for myself and on behalf of the minor Participant) hereby expressly acknowledge and assume all the risks of participation in the SCA experience described above, inherent and otherwise, and whether or not described above. If I am a minor Participant, I have discussed the activities and risks with my Parent and I nevertheless wish to Participate in the SCA program selected by me.

AGREEMENTS OF RELEASE AND INDEMNITY

I, an adult Participant, or Parent of a minor Participant (for myself and on behalf of the minor Participant), hereby release and discharge SCA, its owners, officers, directors, trustees, employees, volunteers and agents ("Released Parties") from and against any and all liability arising in any way from my, or the minor's, participation in the SCA program or any aspect of it. I agree that this release shall be legally binding upon me, my minor child or ward who is

a Participant, and my (and the minor's) heirs, successors, assigns, and legal representatives; it being my intention to fully assume, for myself and for the minor, all the risk of travel and participation and to release the Released Parties from any and all liabilities, to the maximum extent permitted by law. I further agree to indemnify (that is, protect and pay or reimburse payments of damages and costs, including attorneys fees) the Released Parties, and each of them, from claims of loss either caused by or incurred by me or the minor, arising from my, or the minor's, participation in the SCA program, whether those claims are brought by a member of my, or the minor's, family, a co-participant or others. These agreements of release and indemnity include claims of the negligence of a Released Party, but do not include claims of gross negligence or intentionally wrongful conduct.

OTHER

I, an adult Participant, or Parent of a minor Participant (for myself and on behalf of the minor Participant), understand that my, or the minor's, participation is subject to acceptance by SCA and upon acceptance shall be deemed to have been entered into and to be performed in Charlestown, New Hampshire. In the unlikely event a legal dispute should arise between Participant and a Released Party involving any subject matter whatsoever, I agree that the following conditions will apply (a) the dispute shall be submitted for binding arbitration through the American Arbitration Association); (b) the dispute will be governed by New Hampshire substantive law; and (c) the maximum amount of recovery to which I will be entitled under any and all circumstances will be limited, to the extent permitted by law, to my costs for participation in the SCA program.

KNOWING AND VOLUNTARY EXECUTION

I have carefully read and fully understand the contents and legal ramifications of this agreement, especially noting those regarding limitation of liability, and responsibility borne by trip participants. I understand this is a legally binding and enforceable contract and sign it of my own free will. I will agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect.

SIGNATURE OF ADULT APPLICANT

DATE

PARENT OR GUARDIAN OF A MINOR.

I certify that I am the parent or legal guardian of the below-named minor, and hereby give my permission for this minor to participate in the SCA program. I agree individually and on behalf of my child to all the terms above, including but not limited to the description of the activities and risks, the acknowledgement and assumption of risks, the agreement of release and indemnity, the provisions as to dispute resolution, and to the provisions on a knowing and voluntary execution.

NAME OF MINOR (IF APPLICABLE)

SIGNATURE OF PARENT OF GUARDIAN

NAME OF PARENT OF GUARDIAN

DATE

CREW MEMBER GUIDE

Crew Leaders

Every SCA Conservation Crew is lead by qualified crew leaders age 21 or older with experience in wilderness work skills, risk management, backcountry medicine, and other relevant disciplines. Dedicated outdoor professionals, they are passionate about nature and working with young people. Each year, SCA provides them with renewed training in trail construction, tool safety, minimum impact techniques and more. You should feel very comfortable under their project and group leadership.

Now that you've been assigned to a crew, your crew leaders will be contacting you shortly with information specific to your program. Their initial contact will include:

- A description of the area where you will be working
- An outline of the living and working conditions you should expect there
- Complete travel arrangements including the location, date, and time for meeting your crew
- A list of specific equipment and clothing you will need to bring with you
- The mailing address of your program
- Brief crew leader biographies

Your crew leaders will be your contacts for questions or concerns about your program, so please let us know if you have any difficulty in reaching them. Questions regarding your crew leaders can be forwarded to ccmail@thesca.org or via telephone (603)543-1700, ext.496.

Program Safety

At SCA, our highest priority is our members' safety. Our Board of Directors, professional staff, and agency partners subscribe to the rule that when it comes to our members' health and well being, there is simply no compromise.

While SCA's safety record is exemplary over our 50-year history, it must be noted that everyone who ventures into the outdoors incurs certain risks and SCA volunteers are no exception. Wilderness, wildlife and the work we do come with inherent risks and while we strive to mitigate these risks we cannot eliminate them or guarantee the safety of SCA participants. It is therefore important to review and complete the enclosed Participant Agreement Form which includes an Acknowledgement of Assumption & Risks.

As part of our safety commitment, SCA maintains an Incident Response System that has become a model for other outdoor education organizations. This system includes a 24-hour hotline for crew leaders, agency personnel, and parents/guardians to report emergencies and to relay urgent information. An SCA staff member will respond to all calls to this number in ten minutes or less, regardless of when or where that call is placed. To protect the safety of all SCA members, we ask that this number only be used for emergencies: 1-800-967-6449. Your parents will be especially interested in this number and they should keep it where it will be immediately available if necessary.

Getting Ready

Even the most active outdoorsperson will need to prepare for the rigors of SCA crew life. Your program will be adventurous and rewarding, but it will also be hard work. Here are our best recommendations for gearing up.

- **Make the Commitment.** It starts here with completing and returning all the paperwork we sent you. But it also includes being away from home for an extended period of time and agreeing during this period to abstain from tobacco, alcohol, illicit drugs and sexual activity. We hate to send members home early, but if you break these important rules, you will leave us with no choice but dismissal.
- **Get in Crew Shape.** Whether or not you have previous backpacking experience, you should condition your shoulders, back, and leg muscles by carrying a pack loaded with 20-30 pounds for several practice walks or hikes – even around the neighborhood. Remember to always consult your physician before starting any physical training

program, and should you suffer any twists or strains during your preparation, please be sure to notify us so we may accommodate you.

- **Check Your Gear.** Start with your work boots. Sturdy leather hiking or work boots are required for your program. As you will be wearing them all day, every day for four to five weeks, your boots must be adequately broken-in by the time you leave for your program. Trust us on this one, your boots can be the difference between an awesome and a miserable field experience. See the Gear Guide elsewhere in this packet for more information and other necessities.

Member Expectations

Participating as an SCA crew member is a wonderful opportunity! Spending your summer living and working with new friends, while giving something back to our natural world, is a deeply satisfying experience. Challenging work, alongside fellow students and crew leaders, presents rewarding and lifelong memories. It is important to note however, that when participating on an SCA crew there are many policies intended to protect the safety and well-being of members, Crew Leaders, agency personnel, and the environment. At times, when a student is not able to follow established guidelines, leaders have an obligation to intervene on behalf of the organization, group, or individuals. Certain student behavior will be managed in the field, while other conduct will require a response that extends beyond what is possible in the field. Crew Leaders, with the guidance and support of other SCA staff, may respond to behavioral incidents in the following way(s):

- Contact and reporting to SCA, and/or member's parents.
- Written or verbal behavioral contracts with members.
- Suspension of activities or privileges, ie. Recreation trip.
- Dismissal of student from the crew. (Logistical and financial arrangements for changes in travel are the responsibility of the student and their family.)
- Examples of behaviors that will require intervention by SCA include:
- Compromising the physical or emotional safety of another individual or group.
- Endangering oneself or others through blatant disregard of established guidelines.
- Illegal acts including the possession and/or use of alcohol, drugs, or tobacco.
- Students repeatedly disobeying specific behavioral expectations.
- Signs of severe depression or other disorders that may be injurious without intervention of trained counselors or psychiatric help.
- Exclusive relationships that draw undue attention to or away from others.

SCA Crew Leaders will provide specific information covering safety and behavioral guidelines and expectations at the beginning of each program. SCA asks that each crew member and family consider the nature of this program and the expectations for successful participation. By accepting placement on an SCA program, members and families' acknowledge these expectations for successful participation on their crew.

Financial Aid

SCA firmly believes that the opportunity to volunteer one's service to our national parks, forests and cultural resources should not be limited to those who are able to pay the personal expenses involved. For this reason, each year we allocate a limited amount of financial assistance to help defray transportation and/or equipment costs for those in need.

A financial assistance application is enclosed, but also note that SCA has a limited number of backpacks, daypacks and sleeping bags available to loan. If you need to borrow any of these items, please contact Nelson Bruni at hequipment@thesca.org as soon as you know of your needs.

SCA Alumni Association

At the completion of your SCA service, you'll be welcomed into SCA's Alumni Association, and join more than 45,000

others who have volunteered to protect our environment and continue to serve as active stewards to this day. Our Alumni Association offers members a range of opportunities to participate in local outdoor and conservation activities, stay in touch with former crew mates, and help us spread the word about SCA. Your SCA Experience doesn't have to end when your program concludes, and we hope you'll remain a member of the SCA Family for a long, long time.

Keeping SCA Tuition-Free

Here is an explanation of a very important & integral feature of all SCA programs. We have maintained tuition-free programming only through special agreements with our land management partners and the support of more than 25,000 donors across the country. As a nonprofit organization, fundraising is a critical part of SCA operations. Donations are not required of our members or their families, but their generous contributions can make it possible for SCA to offer other young people tuition-free outdoor experiences similar to the one you are about to embark on.

While in the field, we will ask you to write to one of SCA's Sponsors – donors who are interested in learning what your experience is like, what you are accomplishing, and what your participation means to you. Your letter thanks your Sponsor and helps us raise money for next year's crew members.

Please be sure to review the other enclosed documents and **return your completed forms (Participant Agreement & Medical Waiver Form) within two weeks of receiving your original Offer Letter.** Congratulations once again on your selection and we look forward to working with you this summer!

GEAR GUIDE

As an SCA Conservation Crew Participant, you require clothing and equipment of sufficient quality to serve and protect during your time in the field. The list below is intended to give you a general sense of the most important items you will need for your program. In the coming weeks, your Crew Leaders will send you an additional gear list specifically designed for your project & region. Please wait to hear from them before you purchase any additional items. If you have questions now in regards to this list, please contact Nelson Bruni, SCA Equipment Manager, at hequipment@thesca.org.

- **LEATHER BOOTS** Select your boots with care as you will be wearing them all day, every day for four or five weeks! Sturdy leather hiking or work boots are required for your program. Leather hiking boots are ideal but leather work boots that cover the ankle are acceptable, provided they are comfortable enough for hiking long distances. Find a quality, leather boot with a heavy lugged rubber sole and when you purchase, tell the salesperson that you will be working in them, not just hiking. Your boots should be big enough to wear with two pairs of socks, one heavy wool and one lightweight wool/polypropylene liner. Under no circumstance should you bring any sort of light-weight hiking shoe, or any shoe or boot with synthetic uppers, to serve as your work boots.

Be sure that your boots are adequately broken-in by the time you leave for your program. The most common affliction during SCA Conservation Crews is blistered feet from inadequately broken-in boots. This occurs with new boots as well as old boots, as the latter need to be “reintroduced” to feet. Starting at least two weeks before your program, wear your boots frequently and for increasingly longer periods of time. This will break-in and soften your boots and just as importantly will toughen and condition your feet to help prevent blistering.

- **BACKPACK** You must have a backpack that is durable enough for four to six weeks of hard use. External frames should have an “H” shape frame. All soft packs should have at least 3,000-6,000 cubic inch capacity and outside pockets, depending on your size. Your backpack must have padded shoulder straps and a padded hip belt. If you do not have an adequate backpack and cannot purchase one, consider asking a friend or relative if you may borrow theirs or contact SCA to see if a loaner is available.
- **DAY PACK** You will use your pack to carry many things to the work site each day and it should have a minimum capacity of 2,000 cubic inches. Test your pack’s capacity for holding your lunch, two water bottles, extra clothes, rain gear, your first aid kit, and other items that you may bring to the work site each day.
- **SLEEPING BAG** You must have a fiber-fill or down bag. NO COTTON BAGS. Even in warm climates nights can be cold so your sleeping bag should generally be rated to 20 degrees F. This means it is designed to keep you warm when it gets as cold as 20 degrees F.
- **SLEEPING PAD** You must have a closed-cell foam, ensolite, or a thin air mattress type of sleeping pad. For ensolite pads, the thicker the pad – the greater the comfort.
- **RAIN GEAR** Make sure that you have durable, high quality rainwear that includes a rain jacket or poncho and a pair of rain pants. It is not unheard of for programs to experience extended periods of steady rain and your crew will go to work each day in spite of wet weather.
- **FIRST AID KIT** You will need a small personal first aid kit that contains band aids, gauze pads, tape, moleskin and mole foam for blisters, any personal prescription medication you will need, and extra prescription glasses or contact lenses if you wear them. Your Crew Leaders will also have a larger, group first aid kit supplied by SCA.

PARENTS GUIDE

Managing Risk, Responding to Incidents, and Communicating Urgent Messages

All of us at SCA are pleased that your child has chosen to participate on an SCA Conservation Crew this summer. Living in – and working for – our country’s most treasured wild and green public lands is a profound and rewarding experience. SCA assigns the highest priority to our participants’ safety. Our Board of Directors, professional staff, crew leaders, and the agency professionals with whom we work, all believe that there is no compromise when it comes to safety. At the same time, every visitor to a national park, forest or preserve incurs certain risks. We want to assure you that SCA’s risk management protocols are widely considered the standard in the outdoor field.

Part of this approach includes a national 24 hour contact line as part of our Incident Response System. This system includes the scheduling of “on-call” Duty Staff that are available 24 hours a day, 365 days per year. Should an emergency occur, the program staff member on duty will be paged and respond within 10 minutes of a call. This number is used by our crew leaders, agency personnel, and parents/guardians to report emergencies and to relay information, and as such may only be used for genuinely urgent issues. Should an emergency occur in which a message must be relayed into the field, please call **1-800-967-6449**. The following is an explanation of how the system works:

During Business Hours

Business hours are 8:30 a.m. to 5:00 p.m. EST, Monday through Friday. Dialing the situation response system number will patch you directly into the SCA “switchboard” located at our national office in Charlestown, NH. This rings a separate line that will alert whomever answers that the call is urgent.

After Business Hours

Non-business hours are 5:00 p.m. through 8:30 a.m. EST work days, and weekends and federal holidays. During non business hours the emergency phone number automatically rings through to the assigned SCA Duty Officer.

In all likelihood, you will never need to use the 24-hour contact system but you should feel comfort in knowing that exists to provide you support if necessary. Although this number is reserved for urgent communication, please don’t hesitate to utilize the system if you need our assistance.

Member Alerts

When circumstances warrant, SCA will activate its Member Alert System. If severe weather or other conditions require the redeployment of SCA members, for example, we will post this news on our website, theSCA.org. A special link on our homepage will take you to the latest information available and, when applicable, provide additional direction. This same information will be available by phone by dialing 888- 722-9675, ext. 555.

In general, the SCA website is a great place to find information on just about anything related to your child’s program. We have a special page (just for parents) that addresses some of the more frequently asked questions. If you still need further information, please give us a call and we will do our best to assist you.

Communicating with your child during the program:

SCA requires all crew members to check in with their family once everyone has arrived at the airport. Expect to receive a call at that time. Crew leaders also let SCA know when everyone is accounted for at the airport (both at the start and finish of the program). How often and how your child contacts you during his or her program will depend on the location of the crew. The majority of crews have access to postal service; it may be brought in by rangers or held at a field office for a weekly pick up. Small “care packages” are always appreciated as are letters and cards from home.

Crew members are not permitted to use cell phones during program. If your child does bring a cell phone, the crew leader will hold on to it and return it at the end of the program. Crew leaders will have cell phones or other communication devices (such as radios or satellite phones) for emergency purposes only. We consider it a key part of the SCA experience to refrain from using personal electronic devices during the program and appreciate your support in this both prior and during the program.

We are looking forward to an exciting, and fun summer field season and are so pleased that your child is participating on a crew.

Best wishes this spring as you prepare for summer!



PARTICIPANT FINANCIAL ASSISTANCE APPLICATION

Fax: 1-800-939-3141

Mail: 689 River Road, PO Box 550, Charlestown, NH 03603

Please return completed form to SCA as soon as possible.

Applicant's Name: _____	<i>This box for office use only, please</i>
Date Funds are Needed: _____	Amount: _____
SCA Program (i.e. Arches National Park): _____	Grant Appr.: _____
	Need Equip. Loan: _____

Thanks to a combination of fee agreements with partner agencies and the philanthropic generosity of foundations, corporations and individuals around the world, the Student Conservation Association makes available a limited amount of financial assistance to help members defray expenses associated with transportation to and from their site and with specialized equipment needs. In addition, SCA manages a number of scholarship funds, such as the McCarron Fund, that directly supports opportunities for High School members.

Please note that SCA has a limited number of sleeping bags and backpacks available for loan, and that financial aid may not be used for these items. Please do your best to assess your needs and request only those funds that are necessary to support your participation. The crew member should complete the first and second pages of this form, and parent(s)/guardian(s) are to complete pages three and four (members aged 18 or older may complete the entire form).

1. Please provide your estimated budget:

Travel from _____ to _____ and return (least expensive mode of transportation)	\$ _____
Boots _____	\$ _____
Special Clothes _____	\$ _____
Other Equipment, please list _____	\$ _____

2. What expenses, if any, do you anticipate covering on your own?

Please list: _____

_____ Total \$ _____

3. Are your parents be able and willing to pay for some of these expenses?

Yes No (If yes, which ones?) _____ Total \$ _____

4. What is the amount of financial assistance you will need to participate in the your SCA crew program this summer?

\$ _____

PARENT'S/GUARDIAN'S CONFIDENTIAL STATEMENT IN SUPPORT OF STUDENT'S APPLICATION FOR FINANCIAL AID FROM THE STUDENT CONSERVATION ASSOCIATION

SCA believes the opportunity to volunteer one's service to our national parks, forests, and other public lands should not be limited to those who are able to absorb any related personal expenses. We therefore make every attempt to provide financial aid to those applicants with genuine need as determined through financial statements submitted by the applicant and parents and/or guardians.

This form is to be completed by the applicant's parents or legal guardians (unless the applicant is aged 18 or older, in which case the applicant may complete the following) and returned to:

The Student Conservation Association
 PO Box 550, Charlestown, NH 03603

All information will be considered strictly confidential. Mark with a dash (-) any items that do not apply.

 Father or male guardian Age

 Mother or female guardian Age

 Home Address

 Home Address

 Company/Employer

 Company/Employer

 Position

 Position

 Nature of Business Years with Firm

 Nature of Business Years with Firm

Did you file a U.S. income tax return last year? Yes No

If yes, please attach a copy of your 1040 (A) (EZ) form filed. This document must be included for your application to be considered.

Please list dependents or others for whom you provide at least 50% support and the nature and amount of any expenses, such as school or college, medical, etc.

Dependant	Relationship	Type of Support	Amount

PLEASE COMPLETE THE FOLLOWING PERTAINING TO THE LAST CALENDAR YEAR:

PARENT'S/GUARDIAN'S ANNUAL INCOME:			
	Father/Guardian	Mother/Guardian	Total
1. Annual salary:			
2. Other income from:			
Business earnings			
Pension			
Dividends			
Social Security			
Child support			
Disability			
State aid			
Other			
Total income			
PARENT'S/GUARDIAN'S ANNUAL EXPENSES:			
1. Housing			
Rent			
Mortgage/taxes			
2. Living expenses (utilities, food, clothing, etc.)			
3. Medical/dental expenses - Not paid by insurance			
4. Tuition			
5. Debt payments:			
Auto			
Credit cards			
Loans			
6. Other (childcare, entertainment, etc.)			
Specify			
Total expenses			
Net Income (total income minus expenses):			
PARENT'S/GUARDIAN'S ANNUAL ASSETS AND LIABILITIES			
		Present Value (assets)	Still Owed (liabilities)
1. Cash, CD's, savings, checking accounts			XXX
2. Stocks, investments, funds, etc.			XXX
3. Home			
4. Other real estate			
5. Autos:			
Year Model			
Year Model			
Net Worth (total assets minus total liabilities):			

EXPLANATIONS/SPECIAL CIRCUMSTANCES

On a separate sheet of paper, please explain why you believe your child needs financial assistance to participate in SCA. I certify that the information stated herein is complete and correct to the best of my knowledge, and understand the provision of incomplete or inaccurate information may affect SCA's consideration of this application.

Signature of Parent/Guardian

Date

Signature of Parent/Guardian