

## Holiday Camp Application Process

### Application process

1. Go to [www.suwa.org.au/camps](http://www.suwa.org.au/camps) and click the 'Register Now' button for the camp you wish to register for (or fill in the hard copy form from the brochure and mail/email it to SU WA).
2. You will receive an automated email confirming that your application has been received. This does not confirm your place on camp. If you don't receive an automated email, please contact us at [suwa@suwa.org.au](mailto:suwa@suwa.org.au) to check if we have received your application
3. Once we receive your application, Admin will send an email that:
  - Lets you know that we have received your application and asks you to pay the deposit in order to confirm your place on camp; or
  - Confirms that we have received your application and deposit, confirming your place on camp; or
  - Informs you that you are on the waitlist (in which case you do not need to take any further action until we let you know that a place has become available)
4. Ensure your deposit (min. \$50 for Holiday Camps, \$150 for Leavers) has been paid ASAP to confirm your place on camp. When we have received your payment, we will email you to confirm your place on camp. (Deposits are non- refundable and do not need to be paid if you are on the waitlist)
5. Camper letters will be mailed out to each camper (and sometimes emailed as well) approximately 3-4 weeks before camp. This includes information such as:
  - Balance due and payment deadline
  - Who the Team Leader is and their contact details
  - Meeting time and place for the start of camp as well as for picking-up campers at the end of camp
  - What to bring
  - A bit about rules and what to expect
  - Any other relevant camp information (e.g. indemnity form, information about a camp pre-union)
6. Ensure your camp fee has been paid (or arrangements have been made) by the deadline. If not, the SU WA Office will get in touch with you to follow up.

### The Fine Print:

We may have to cancel a camp with insufficient numbers We reserve the right to reject applications

Where full payment or a payment arrangement has not been made before camp, we reserve the right to exclude campers from camp

## Refunds

Information regarding refunds can be found under the 'Programs' section of our Refund Policy, here: <https://www.suwa.org.au/refund-policy/>

## Waitlists

When a camp fills up (or fills up for one gender/age group), any new applications for that camp (or gender/age group within the camp) will be placed on the waitlist and will be notified of this. If places become available later on, we will contact people on the waitlist in the order they applied to offer them the place. Only once you've been offered a place will you need to pay a deposit.

We do try to place a note on the website to let people know when a camp is full, however we are sometimes unable to update it straight away.

## Application process for Campers in Care (and other applications via agencies):

1. In addition to the standard camps application form, we require an updated Holiday Camps Referral Form for each camper in care. This allows us to ensure the camp leaders are well-equipped to support the camper while on program. We recommend you register the camper first, and then we'll send the Referral Form to you to fill out and return to SU WA.
2. Applications from agencies do NOT require a deposit payment in order to confirm places on camp. Instead, we will confirm the place once the referral has been approved.
3. When the referral has been reviewed by the Coordinator and Team Leader you will be notified if the camper has been approved or not. You may also be contacted if more information is required.
4. SU WA will organise an invoice for the Agency for the camp fee, and will email this to the case worker once the referral has been approved.
5. The camp letter will be sent to the camper as per usual, as well as emailed to the caseworker(s) and carer(s)

## FAQs

- *Where can I find dates and other information for future camps?*

Details will be published on the website ([www.suwa.org.au/camps](http://www.suwa.org.au/camps)) as they are finalised. For summer camps in particular, we endeavour to publish information well in advance so you can make plans around camp. Note that this information is still subject to change.

If you want to stay in the loop about upcoming camps, join our email list ([www.suwa.org.au/camps](http://www.suwa.org.au/camps)) or mailing list (email [suwa@suwa.org.au](mailto:suwa@suwa.org.au))

- *When can I register for camp? Can I save a place beforehand?*

Registrations usually open at the beginning of the previous term. The exception is Summer, which usually opens a bit before this, and Leavers, which opens around the same time as Autumn Camps (February).

We recommend joining our mailing list or email list to be notified when a new season opens.

Unfortunately we are unable to take expressions of interest prior to registrations opening and we work on a strictly first-come-first-served basis.

You'll know when a camp is taking registrations because 'Register Now' buttons will appear at [www.suwa.org.au/camps](http://www.suwa.org.au/camps) for each active camp

- *Do you have any discounts available for those that may not be able to afford the camp fee?*

We don't want money to be the reason we don't see you on camp

A 20% discount is available for Health Care & Pension Card holders. Please provide a photocopy of your card with your application

If you are experiencing financial hardship but don't hold a Health Care or Pension Card, or if you require a fee reduction above 20%, SU WA may be able to provide camper sponsorship. Please contact the SU WA office to get a sponsorship application form at [suwa@suwa.org.au](mailto:suwa@suwa.org.au).

NOTE: Sponsorship is subject to approval, which is on a case-by-case basis, and is limited to 2 approved applications per camper per calendar year. Sponsorship application must be submitted at time of registration or at least 6 weeks before camp

- *How strict are the age groups? If I'm a year older or younger will I still be able to go on the camp?*

Unfortunately, no. We're usually pretty strict with the age groups as the greater the age range the harder it is for our teams to tailor the activities and the input sessions to everyone. We ask that you only register for the camps that you're applicable for.

However, if you're the correct age but not in the right grade at school (or vice versa) that's ok.

- *Why is this 6 day camp more expensive than that 7 day camp?*

All our camp budgets are done to keep costs as low as we can.

Different activities cost different amounts.

Different venues cost different amounts.

Different camps have different travel arrangements, which cost different amounts. Some leader teams pay different amounts to subsidise camp.