



**Saginaw Valley State University  
The Conference Center at SVSU Camp Agreement**

Camp: \_\_\_\_\_ Camp Date: \_\_\_\_\_  
 Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Parent/Guardian's Name: \_\_\_\_\_  
 Parent/Guardian's Phone Number: Day: \_\_\_\_\_ Evening: \_\_\_\_\_  
 Person to Contact in an Emergency: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Family Physician: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Any Allergies, prescriptions or medical conditions we should be aware of: YES NO  
 If Yes, explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I hereby give parental consent for first aid and, if needed, emergency transportation by ambulance and emergency room care.

Parents: \_\_\_\_\_  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*Please send a photocopy of insurance card\*\*\***

**General Policy**

- All persons in attendance of any Saginaw Valley State University sponsored event or an event being hosted by Saginaw Valley State University are expected to follow the law to the fullest extent. Any persons who break the law are subject to dealing with the University Police Department and any other law enforcing group as see fit.
- The Conference Center at SVSU also has the ability to evict persons breaking campus rules while at these events. Eviction could occur from smoking/drug/ alcohol violations, vandalism, chewing tobacco, fireworks, dangerous weapons or other inappropriate behavior.
- It is also expected all persons in attendance of SVSU for a conference or event respects the rights of other individuals and their property on campus including, but not limited to: group participants, group leaders, residential life staff, camp coordinators, public safety officers, etc.
- Adult supervisors will advise each attendee of University rules and regulations, act as liaison between University staff and the attendees in the event of discipline problems, and be responsible at all time for their conduct.

I hereby authorize the coordinator(s) of the Conference Center at Saginaw Valley State University to act for me according to their best judgment in any emergency requiring medical attention. Additionally, I hereby release, exonerate, and discharge the Conference Center @ SVSU, its employees, and Saginaw Valley State University from any and all actions or cause of actions known or unknown for any injuries incurred while on the way to, at, or going home from SVSU.

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Signature of Parent or Legal Guardian Date

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Signature of Witness/Chaperone Date

## **Behavioral Expectations for Camp and Conference Participants**

Saginaw Valley State University welcomes many camp and conference groups to campus each year for a variety of educational and recreational programs. In order to ensure constructive and enjoyable visits that are compatible with the University environment, the following expectations have been established. These expectations are standards of behavior required of all participants of camps and conferences hosted at SVSU.

- Do not tamper with fire alarms, fire-fighting equipment, elevators, or other safety/ security equipment. If a fire alarm is intentionally triggered without just cause, the individual may be responsible for charges up to \$300.
- Housing of supervisors must be dispersed evenly throughout the building.
- Supervisors are required to monitor the campers use of the elevators in the building. If campers are misusing elevators, supervisors are responsible for disciplining the abuser. Appropriate measures should include: Forbidding further use of elevators or expulsion from residence hall.
- Vandalism, including defacing or destroying University property or the property of others, will not be tolerated. An inspection will be made by housing personnel to assess damages to rooms. Campers will be expected to pay for damage to facilities, even after leaving the campus. Report any room damage immediately.
- If excess cleanup is required in the dining room or other facilities on campus, the group may be charged a clean-up fee.
- At least one (1) adult supervisor (per 20 campers) must be designated to monitor group behavior during each meal period. The Dining Hall Manager must be advised of the name of this supervisor at the beginning of each meal period.
- Do not remove screens from windows.
- All furnishings must remain in assigned room/area.
- For safety, no throwing balls or other objects within 50 feet of any residential facility. No sports are permitted in hallways or courtyards.
- No prank or harassing phone calls.
- When dressing/undressing, it is expected that window blinds will be closed.
- No pets.
- Rowdy or inappropriate behavior, excessive noise, harassment or hazing will not be tolerated and are grounds for dismissal.
- Once a key is issued, there cannot be any room changes unless the conference staff and housing office is notified and authorizes the room change.
- Room must be maintained as orderly and clean, including trash removal. No littering.
- No members of the opposite sex in the residence hall rooms except for parents, guardians, and staff.
- Report any concerns to a staff member immediately.
- Meal cards are needed and must be presented for all meals.
- If you are 13 yrs old or younger, you must be accompanied by an adult chaperone during camp free time and transitions.
- Obey all curfews, light out rules, and quiet hours from 10 pm - 10 am.
- Participants may not leave campus without permission of the group leader.
- When leaving your room, be sure the lights are off, water is off, and all entrance and bedroom doors are locked.
- Keys must be turned in as directed by camp/conference staff before you leave. (Lost key charges apply).
- No playing of musical instruments in the vicinity of residence halls.

**Failure to comply with the stated regulations may result in penalties including warning, parental notification, loss of privileges, and dismissal from the program depending on the nature of the violation. In the case of dismissal, group leaders will notify parents or guardians who will be responsible for picking up the dismissed participant immediately.**

\_\_\_\_\_  
Camp / Conference Participant Signature      Date

\_\_\_\_\_  
Parent / Guardian Signature      Date  
(If participant is under 18 years old)

**Saginaw Valley State University  
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University Center, MI 48710  
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