2016 Summer Career Exploration Program Application Packet

Engineering

Aviation

Global Security and Intelligence
Welcome to ERAU Prescott’s Career Exploration Summer Programs 2016!

Thank you for applying for one of ERAU Prescott’s Career Exploration Summer Programs! We are looking forward to hosting you in the summer of 2016. This is the Prescott Career Exploration Application Packet. Below are instructions and due dates to ensure that all paperwork is turned in correctly and timely. Students are conditionally accepted into the program upon registration. We MUST get a completed registration packet and payment back before we can confirm program acceptance and a space for the student. By using this checklist, you can ensure that you are submitting a complete application packet. Acceptance will not be granted on incomplete application packets. If you have any questions, please call our office at 928-777-3956, or email at prsummer@erau.edu.

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Registration Forms (All the forms below must be turned in as part of the student registration packet)
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**Application Instructions**

- This registration packet must be received by us within 30 days of online registration in order to confirm your spot in the program.
- Once we receive the completed registration packet, photo, immunization requirements, proof of U.S. Citizenship (for Flight Exploration, Helicopter Exploration, and Advanced Flight only), and payment, your student is officially accepted into the program.

**Application Requirements**

- Photo: A current 2x2 passport style photo taken on a solid white background must be submitted.
- Immunization Records: All students must submit immunization records with their application packet. If your child has not been immunized, please contact our office at (928) 777-3956 for a waiver.
- Proof of Insurance: All students must submit a photocopy of the front and back of their insurance card. If you do not have health insurance, please contact our office at (928) 777-3956 for a waiver.
- Proof of U.S. Citizenship: All students attending Flight Exploration, Helicopter Exploration, and Advanced Flight must submit copies of proof of United States citizenship. Originals MUST be brought and turned in on the first day of camp. No exceptions! Please see page 6 for acceptable documents.
- Luncheon Registration: If family members would like to attend the graduation luncheon/dinner, you can register at [www.prescott.erau.edu/summer](http://www.prescott.erau.edu/summer). Payment is $16.00 per person and can be made online. (The student’s lunch/dinner is included in camp tuition)
- **FINAL PAYMENT IS DUE BASED ON THE DATE PROVIDED ON PAGE 4. FAILURE TO MEET THIS DEADLINE MAY RESULT IN THE LOSS OF YOUR SPOT IN THE PROGRAM.**
  o Refunds are made on a case by case basis only. If, for whatever reason, you must cancel your attendance to the program, you MUST contact our office as soon as possible at (928) 777-3956.
**Camp Dates and Final Payment Deadlines**

Failure to meet these deadline dates could result in losing your space in the program!

<table>
<thead>
<tr>
<th>Camp Name</th>
<th>Camp Dates</th>
<th>Final Payment Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flight Exploration - Alpha</td>
<td>June 12-17, 2016</td>
<td>May 1, 2016</td>
</tr>
<tr>
<td>Flight Exploration - Bravo</td>
<td>June 19-24, 2016</td>
<td>May 1, 2016</td>
</tr>
<tr>
<td>Flight Exploration - Delta</td>
<td>July 17-22, 2016</td>
<td>June 1, 2016</td>
</tr>
<tr>
<td>Flight Exploration - Echo</td>
<td>July 24-29, 2016</td>
<td>June 1, 2016</td>
</tr>
<tr>
<td>Aviation Discovery Week 1</td>
<td>June 14-16, 2016</td>
<td>May 1, 2016</td>
</tr>
<tr>
<td>Aviation Discovery Week 2</td>
<td>July 6-8, 2016</td>
<td>June 1, 2016</td>
</tr>
<tr>
<td>Helicopter Exploration</td>
<td>July 10-15, 2016</td>
<td>June 1, 2016</td>
</tr>
<tr>
<td>NSRE/Balloon</td>
<td>June 12-17, 2016</td>
<td>May 1, 2016</td>
</tr>
<tr>
<td>Global Security and Intelligence – Spy Camp Week 1</td>
<td>July 10-15, 2016</td>
<td>June 1, 2016</td>
</tr>
<tr>
<td>Global Security and Intelligence – Spy Camp Week 2</td>
<td>July 17-22, 2016</td>
<td>June 1, 2016</td>
</tr>
<tr>
<td>Aerospace Engineering – AERO Track</td>
<td>June 26-July 1, 2016</td>
<td>May 1, 2016</td>
</tr>
<tr>
<td>Aerospace Engineering – ASTRO Track</td>
<td>June 19-24, 2016</td>
<td>May 1, 2016</td>
</tr>
<tr>
<td>Advanced Flight</td>
<td>June 26-July 1, 2016</td>
<td>May 1, 2016</td>
</tr>
</tbody>
</table>
Application Packet Check List for ERAU Prescott Summer Programs 2016

To be completed and returned to the ERAU Prescott Summer Programs Office within 30 days of online registration.

☐ Completed Cover Letter that is included in the application packet (page 17 of the registration packet)
☐ Photo (instructions on page 3)
☐ Immunization Records – (instructions on page 3)
☐ Copy of front and back of insurance card (instructions on page 3)
☐ Pages 12-15 of the packet – students and parents must both sign these waivers

To be completed and returned to the ERAU Prescott Summer Programs Office at least 30 days prior to camp.

☐ Travel Itinerary (page 16)
☐ Luncheon Registration (instructions on page 3)
☐ Linen Rental Order (instructions on page 10)

Please send all application materials via USPS, or fax, to:

USPS:   Embry-Riddle Aeronautical University
ATTN: Summer Programs
3700 Willow Creek Rd
Prescott, AZ 86301

Fax: (928) 777-6937

We are unable to accept packets via email due to security purposes.

Payment in full must be made no later than the “Final Payment Deadline” date listed on page 4.
Proof of US Citizenship acceptable documentation for Flight Exploration, Helicopter Exploration, and Advanced Flight Camps

Please read carefully.

Due to the nature of the subject matter taught in our Flight Exploration and Helicopter Exploration programs, students must be US Citizens. The following documentation is acceptable to provide proof of citizenship. Students MUST send copies of this documentation with their registration packet, and students MUST bring the original documents to camp with them. No exceptions will be made!

Please provide one of the following;

1) Current, signed, United States Passport
2) ORIGINAL Birth Certificate from the United States, American Samoa, or Swains Island AND a US government issued photo ID.
3) ORIGINAL Certificate of Birth Abroad with a raised seal (Form FS-545 or DS – 1350) AND a US Government issued photo ID
4) Original certificate of United States Citizenship with a raised seal (Form N-560 or N-561) or Certificate of Repatriation (For N-581), AND a US Government issued photo ID
5) Original United States Naturalization Certificate with a raised seal (Form N-550 or N-570) AND a US Government issued photo ID.

Frequently Asked Questions Regarding Proof of Citizenship

- **What is a government issued photo ID?** This is a driver’s license or state ID. Please check with your local Department of Motor Vehicles to see how these can be obtained in your state. You may visit [http://www.dmv.org/drivers-license.php](http://www.dmv.org/drivers-license.php) for a guide to state-specific information.

- **Does a school ID qualify for a government issued photo ID?** No, a school ID does NOT qualify as a government issued photo ID.

- **Should we mail the original copies of these documents to the summer programs office?** Please hand carry the above identification to your Flight or Helicopter Program. Do NOT mail these valuable items. Copies of these must be sent to us with the application packet. All certificates and passports will be secured in the Summer Programs Office for the duration of each week long program. Government-issued photo IDs may remain with the student after copies have been made.

**Students MUST have all required documents with them at the beginning of the program or they WILL BE SENT HOME!**
**Camp Travel Information**

**Arrival and Departure Times by Camp Summer 2016**

<table>
<thead>
<tr>
<th>Flight Camps</th>
<th>Arrival Date</th>
<th>Arrival Time</th>
<th>Departure Date</th>
<th>Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flight Exploration Alpha</td>
<td>Sunday, June 12, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, June 17, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Flight Exploration Bravo</td>
<td>Sunday, June 19, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, June 24, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Flight Exploration Charlie</td>
<td>Sunday, July 10, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 15, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Flight Exploration Delta</td>
<td>Sunday, July 17, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 22, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Flight Exploration Echo</td>
<td>Sunday, July 24, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 29, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Aviation Discovery Week 1</td>
<td>Tuesday, June 14, 2016</td>
<td>7AM – 9AM</td>
<td>Thursday, June 16, 2016</td>
<td>6PM – 7PM</td>
</tr>
<tr>
<td>Aviation Discovery Week 2</td>
<td>Wednesday, July 6, 2016</td>
<td>7AM – 9AM</td>
<td>Friday, July 8, 2016</td>
<td>6PM – 7PM</td>
</tr>
<tr>
<td>Helicopter Exploration</td>
<td>Sunday, July 10, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 15, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Advanced Flight</td>
<td>Sunday, June 26, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 1, 2016</td>
<td>1PM – 3PM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Engineering and Security Camps</th>
<th>Arrival Date</th>
<th>Arrival Time</th>
<th>Departure Date</th>
<th>Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSRE/Balloon</td>
<td>Sunday, June 12, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, June 17, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Computer, Electrical and Software Engineering Arduino Camp</td>
<td>Sunday, June 19, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, June 24, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Spy Camp Week 1</td>
<td>Sunday, July 10, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 15, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Spy Camp Week 2</td>
<td>Sunday, July 17, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 22, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Aerospace AERO Track Engineering Camp</td>
<td>Sunday, June 26, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, July 1, 2016</td>
<td>1PM – 3PM</td>
</tr>
<tr>
<td>Aerospace ASTRO Track Engineering Camp</td>
<td>Sunday, June 19, 2016</td>
<td>12PM – 4PM</td>
<td>Friday, June 24, 2016</td>
<td>1PM – 3PM</td>
</tr>
</tbody>
</table>

**Important Travel Information:** Check In is from 12:00PM – 4:00PM on the Sunday of Camp for all camps except Aviation Discovery. Check In for Aviation Discovery Camp is from 7:00AM – 9:00AM on the first day of camp. During the check in period, there are no activities scheduled. This time period is for check in and room set up. Campers must remain at the dorms unless accompanied by a parent, guardian, or ERAU staff during this time. The first official activity of camp will be orientation, which will start at 4PM on Sunday for all camps except Aviation Discovery, and 9AM on the first day of camp for Aviation Discovery Camp. Please note, our staff is not available earlier to check campers in unless special arrangements are made. Special arrangements are granted upon staff availability only. Please call 928-777-3956 if you would like to request special arrangements. We absolutely cannot accommodate students who want to arrive a day early or stay a day late on campus. We appreciate your effort to arrive in the above time frame for your camp.
**Getting to Embry-Riddle, Prescott Campus**

### Driving from the Phoenix Area

1. Take Interstate 17 North to Highway 69 (Exit 262).  
   - 62 miles
2. Continue on Highway 69 and turn **Right** on Fain Road.  
   - 28 miles
3. Continue on Fain Road- It will become Highway 89A, then Pioneer Parkway. Turn **Left** at the traffic 7 miles signal at Willow Creek Road.
4. Turn **Right** at the traffic signal at Heritage Park Road/Dan Carrell Drive at Embry-Riddle’s main entrance.  
   - 1/4 mile

**Approximate Distance:** 100 miles

**Estimated Time:** 2 hours

### Flying into Phoenix and Shuttle Service between the Sky Harbor Airport and Prescott

For students flying into Sky Harbor Airport in Phoenix, Arizona, we recommend the Arizona Shuttle to travel to campus. Participants are responsible for their own transportation to ERAU Prescott Career Exploration Summer Camps if flying into Phoenix. If using a shuttle service, **door to door service is required.** When making your reservation, request service to/from Embry-Riddle. Shuttles drop off at Haas Commons, building 73, on our campus.

**Arizona Shuttle**

(800) 888-2749 - 24-hour reservation line  
http://arizonashuttle.com/cities/prescott/

**Fly-U Shuttle**

(928) 445-8880, 7:00 AM-10:00 PM  
http://FlyUShuttle.com

### Traveling to Prescott by Air

**Great Lakes Aviation** offers air service to Prescott Airport - Flights depart from Los Angeles, California. For Reservations:  
www.GreatLakesAV.com or Call 1-(800) 554-5111

If you will be traveling by private plane, please alert our office of your estimated arrival time and tail number so our staff will be able to locate you. All participants and family members (if applicable) flying in to the Prescott Airport can be picked up by staff upon request.
Hotel Accommodations

If you plan to arrive early or stay late in the Prescott area, or if you are staying in Prescott while your student attends Camp, here are a few local hotels for your consideration.

SpringHill Suites by Marriott
200 E. Sheldon Street
Prescott, AZ
Phone: (888) 466-8440

Prescott Resort & Conference Center
1500 Highway 69
Prescott, AZ
Phone: (800) 96PINES
www.PrescottResort.com

Residence Inn Prescott
3599 Lee Circle
Prescott, AZ, 86301
Phone: 928-775-2232

Hampton Inn Prescott
3453 Ranch Drive
Prescott, Arizona, 86303
Phone: 928-443-5500

Hampton Inn Prescott Valley
2901 North Glassford Hill Road
Prescott Valley, Arizona, 86314
Phone: 928-772-1800

Holiday Inn Express
3454 Ranch Drive
Prescott, Arizona, 86303
Phone: (928) 445-8900
**Student Checklists - What to bring to camp**

Students should bring the following items to camp. We will take campers to a local Wal-Mart in case there are items that were forgotten.

- Alarm Clock
- Camera
- Cell Phone
- Medications
- Pillow
- Soap, Shampoo, Toiletries
- Rain Jacket
- Health Insurance Card
- Appropriate clothing for the duration of camp
- Towels
- Sleeping Bag or sheets to fit a twin XL Mattress. We have linen available for rental during the week for a fee. Linen rental includes sheets, 1 blanket, 1 pillowcase, towels (1 hand towel, 1 bath towel, 1 washcloth, 1 bathmat). Please call our office at 928-777-3956 to sign up and for fee information. We must be contacted at least 30 days prior to the start of camp to guarantee linen availability.
- Academic Supplies – supplies your student feels may be necessary to take notes, study, etc. while at camp.
- Spending Money – For use at Wal-Mart, vending machines, or for souvenirs at our campus bookstore.

**Student Checklists - What to leave at home**

The following items are not allowed anywhere on campus:

- Alcohol and Alcohol paraphernalia
- Drugs and Drug paraphernalia
- Flammables (including lighters, matches, fireworks, and explosives)
- Tobacco Products and smoking paraphernalia
- Water balloon
- Water/toy guns
- Weapons (including knives and pocket knives)
- Radio-controlled aircraft or vehicles
- Anything our staff may view as potentially dangerous

If any of these items are found in a participant’s possession, they will be confiscated by our staff. We also recommend that students not bring valuables such as jewelry, expensive watches, electronics, or non-replaceable items, especially those with sentimental value. ERAU Prescott is not responsible for missing, lost or stolen items on campus. Thank you in advance for your cooperation.
General ERAU Prescott Summer Programs Rules

Alcohol Policy
Alcohol is not permitted on campus in connection with Summer Programs. The University is required by law to enforce State and Federal Alcohol Use Programs under the Drug Free Schools Act.

Drug Policy
The use, sale and/or possession of illegal drugs are prohibited. Federal and State laws specify that persons involved in the use, sale or distribution of illegal drugs are liable to criminal action, including arrest, fine and imprisonment.

Climbing and/or Rappelling
Climbing onto or rappelling off campus buildings, trees, lamp posts, balconies, stairwells, roofs or any other area is prohibited. There is a $100.00 fine for climbing through windows, (except in case of emergency). There is an additional $50.00 fine for removal of any window screen.

Cohabitation
Cohabitation is not permitted in the residence halls for any of the University’s camps. All guests must adhere to the University policies and procedures. Residence Halls are staffed with mature and responsible students from our Prescott Campus, who have been background checked.

Fire Safety Regulations
Whenever a fire alarm is sounded, all student participants are REQUIRED to evacuate. Specific procedures for each camp will be explained at orientation.

Damage/Vandalism
Any damages caused by a participant while he/she is on University premises will be charged to the participant.

Firearms and Weapons
The use or possession of firearms, including air-type weapons, is prohibited on the Embry-Riddle campus. These items include, but are not limited to, Slingshots, BB Guns, Paint Ball Guns, Blow Dart Guns, Cross Bow, Bow and Arrow and any other projectile firing device.

Smoking Policy
Smoking is prohibited as is the possession of tobacco and/or smoking paraphernalia, including e-cigarettes, anywhere on campus, indoors or out, including inside vehicles in parking lots. Please do not bring these items to the program.

Staff Requests
All guests are expected to comply with the reasonable request of a University staff member, including security personnel and resident staff. Failure to do so may result in expulsion from University premises.
Medical and Release of Liability Form (page 1 of 2)

All Parents/Guardians MUST Sign Bottom of Page 13 for Medical and Release of Liability Form

Student’s Name: _____________________________ Camp Attending: _____________________________

Student Cell Phone Number (for use in case of emergency): ________________________________

Please list three contacts for use in the case of an emergency:

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Number</th>
<th>Relationship to Student</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Personal Physician: ___________________________ Phone: ___________________________

Personal Dentist: ___________________________ Phone: ___________________________

Date of Birth: _______ Age: _____ Sex: ____ Height*: _____ Weight*: ______

*Height and Weight are mandatory for Flight and Helicopter camps.

Do you wear prescription lenses or contacts? Yes___ No___

Are you prone to motion sickness? Yes___ No___

Have you ever had any major surgery? Yes___ No___

Are you currently being treated for any medical or emotional condition? Yes___ No___

Do you have any disabilities or functional limitations? (Voluntary Information) Yes___ No___

If you answered “Yes” to any of the 5 questions above, please explain:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

List any allergies to medication, specific foods or other sensitivities:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

Individuals with chronic medical conditions or special health care needs and concerns are encouraged to attach a statement with recommendations from their personal physician.

Medical and Release of Liability Form continued on next page!
Students may bring their medication to camp and self-administer. All medications brought onto campus MUST be identified below. If a student is not able to self-administer their medication, a private nurse must be employed to administer medication, which will be the responsibility of the family. Unfortunately, due to insurance regulations, the ERAU health services department on campus is unavailable for summer programs students.

Please also fill out the following information for each medication your student is bringing to camp.  
Attach additional sheets if necessary.

Name of medicine and prescription #: ____________________________________________
Route of administration (oral, injection, etc.): ________________________________
Amount to be given: _________  Time of day to be given: __________________________
Expected duration of treatment: ________________________________________________
Physician’s name (must be on label): ____________________________________________
Reason for medication: _______________________________________________________

Name of medicine and prescription #: ____________________________________________
Route of administration (oral, injection, etc.): ____________________________________
Amount to be given: _________  Time of day to be given: __________________________
Expected duration of treatment: ________________________________________________
Physician’s name (must be on label): ____________________________________________
Reason for medication: _______________________________________________________

I certify that the answers included on this Medical and Release of Liability Form are correct to the best of my knowledge. While I understand that ERAU will take all reasonable steps to provide individual care and safety for my student, I am aware that ERAU and its employees cannot assume any responsibility for any injury, damage, or harm that might result during the course of any activity during this program.

In permitting my student to participate, I agree that such responsibility will remain with me, as the parent or guardian of my student. Should any claim be asserted by any person as a result of the acts of my student while participating in the ERAU Program, or while traveling to or from any such activity, or should my student assert any claim against ERAU or its employees, I agree to indemnify and hold ERAU and its employees harmless from any such claim, including attorney’s fees and costs incurred in defense thereof.

Parent/Guardian Signature: ____________________________________________ Date: _____________
Printed Name: ____________________________________________________________
Medical Insurance and Treatment Form

Student Name_________________ Camp Attending______________

Medical Insurance Company: _____________________________

Group/Policy No.: _____________________________

Phone Number (usually located on back of card): _____________________________

I hereby authorize the staff of Embry-Riddle Aeronautical University to arrange for health care, emergency treatment or hospitalization at an accredited hospital or other medical, psychological, or dental care facility when considered necessary by the University staff.

I further authorize the staff of Embry-Riddle Aeronautical University to medically treat my student in the event of illness or injury sustained in my absence while he or she is participating in the ERAU Program. Medical treatment will be administered at an accredited hospital or other medical or dental care facility when considered necessary.

****If my student needs medical attention while at camp, I understand that ERAU will make every effort possible to have the student treated under the above insurance policy. However, in the event that the insurance policy does not cover treatment, I understand that I am fully responsible for all medical charges and follow up as a result of my student’s care while on campus. The closest hospital to ERAU Prescott is about 10 minutes away and is called Yavapai Regional Medical Center in Prescott, Arizona. If there is an emergency, students will be taken here to YRMC’s emergency department for treatment.

I DO _____ I DO NOT _____ authorize the administration of Tylenol, antacids, or similar non-prescription medication according to recommended dosages, if needed.

Student Signature: _____________________________ Date: _____________

Parent/Guardian Signature: _____________________________ Date: _____________

NOTES:

A copy of your students IMMUNIZATION RECORDS is required for registration.

Please include a photocopy of the front and back of your INSURANCE ID CARD. Students MUST bring their actual insurance card with them to camp.
Please read the following statements, initial in the spaces provided.

I agree to abide by the rules and regulations of ERAU Prescott Summer Programs. I understand that ERAU reserves the right to refuse service and insist I return home, at my own expense, should my behavior warrant this action. No refund will be issued if asked to discontinue the program due to student behavior.

Student Initials ___

Parent Initials ___

As a parent/guardian, I authorize my student to participate in all the activities organized by ERAU for the selected Summer Program. I understand that activities may be altered due to adverse weather conditions. If conditions warrant a change in, or cancellation of, activities, no refund will be issued.

Parent Initials ___

My signature on the enclosed Medical and Release of Liability Forms is given with the understanding that my student will be transported to other locations in ERAU vehicles. Activities will be supervised and my student will not be forced to participate. ERAU reserves the right to call the emergency contacts listed in the event my student does not participate at an acceptable level.

Parent Initials ___

I agree to pay ERAU the cost of repairs for any damage incurred to ERAU property in the event that damage occurs due to the result of the negligence of my student.

Parent Initials ___

As an ERAU Summer Programs Participant, I hereby consent to any and all uses of photographs/videotapes of me (with or without the use of my name) taken by Embry-Riddle Aeronautical University or its designees, including any agency, client, or periodical, for the purpose of advertising, trade, display, editorial, art, or exhibition connected to the University. In giving this consent, I release the University and its designees from liability for any violation of any personal proprietary right I may have in connection with such sale, reproduction, or use.

Student Initials ___

Parent Initials ___

I understand the above statements, and agree to all terms stated therein.

Student Signature: ____________________________________________  Date: _________

Parent/Guardian Signature: _____________________________________  Date: _________
Our staff can pick up and drop off those flying in and out of the Prescott Airport. Please call the Summer Programs Office at 928-777-3956 to make arrangements.

**Student Travel Itinerary Form**
(This page MUST be returned to the summer programs office at least 30 days prior to camp)

Student Name: ______________________
Camp Attending: ______________________
Student Contact Cell Phone During Travels: ______________________

**Student Arrival Information**

I will arrive on campus by (please check one):

___ Car
   Expected Arrival Time: ___________

___ Great Lakes Flight or Personal Plane to Prescott Airport
   Flight Arrival Time: ___________ Flight Number: __________
   Flight Number: __________

___ Shuttle from Phoenix Sky Harbor Airport
   Expected Arrival Time to Campus: ___________
   Shuttle Company Name: ______________________
   Information on Flight into Phoenix:
     Flight Arrival Time: ___________ Flight Number: __________
     Airline: ______________________

**Student Departure Information**

I will leave the campus by (please check one):

___ Car
   Expected Departure Time: ___________

___ Great Lakes Flight or Personal Plane from Prescott Airport
   Flight Departure Time: ___________ Flight Number: __________
   Flight Number: __________

___ Shuttle to Phoenix Sky Harbor Airport
   Expected Departure Time from Campus: ___________
   Shuttle Company Name: ______________________
   Information on Flight out of Phoenix:
     Flight Departure Time: ___________ Flight Number: __________
     Airline: ______________________
**Registration Packet Cover Letter 2016**

Student Name ________________

Camp Student is attending ________________

Family Email Address ________________

ALL ITEMS LISTED MUST BE RETURNED TO THE SUMMER PROGRAMS OFFICE TO GUARANTEE YOUR SPOT IN THE PROGRAM

☐ This Completed Cover Letter
☐ Photo – requirements listed on page 3
☐ Copy of students immunization record – requirements listed on page 3
☐ Copy of Insurance Card – requirements listed on page 3
☐ Pages 12-15 of the registration packet signed by student and parent/guardian

Please send all application materials via USPS or fax to:

**USPS:**  Embry-Riddle Aeronautical University  
ATTN: Summer Programs  
3700 Willow Creek Road  
Prescott, AZ, 86301

**Fax:** (928) 777-6937