



# NATIONAL STUDENT LEADERSHIP CONFERENCE

## 2019 Middle School Program Details & Enrollment Application

### PROGRAM ELIGIBILITY

Students attending NSLC middle school programs must be between the ages of 11-14 and be current 6th, 7th or 8th graders. Students may attend through the summer following 8th grade.

### INCLUDED IN TUITION

Tuition includes all housing (if applicable), on-campus meals, course materials, program activities and counselor supervision throughout the program. Tuition also includes chartered, air-conditioned motor coaches for off-campus briefings and tours. 24-hour medical treatment is available. Cost of any medical treatment is the responsibility of the student. Note: Students should bring spending money for souvenirs, laundry, and a few off-campus meals during field trips and tours. Students will be held responsible for damage to rooms and lost room keys.

### RESIDENTIAL OPTION

**Residential students live on campus in the dormitory at American University.** This tuition includes room and on-campus meals. Students are housed with one or two roommates. Students are assigned to rooms on a gender specific floor. Each student is provided a key card to access the dorm building and their dorm room. The front desk of the dormitory is monitored 24-hours a day and NSLC staff live on the floor to provide supervision each night. A pillow, towel and bed-sheets are included. Note: room check will occur by 9:30pm each night. We encourage parents to schedule check-in calls with residential students after 9:30pm Eastern time or before 7:30am Eastern time each morning.

### COMMUTER OPTION

**Commuter students will check-in each morning between 7:00am-7:30am and check-out between 8:00pm-8:30pm each night.** Commuter students are provided the same meals as residential students but the tuition rate does not include housing accommodations. Between 7:30am-8:00pm each day, we ask that students only be signed-out for medical or family emergencies.

### MEALS

Most meals during the program are eaten in the campus dining facility, the Terrace Dining Room (TDR). A handful of meals will be “on your own” while the students visit the Smithsonian Institute or other sites in Washington, D.C. We recommend parents provide spending money or a debit card (with limited funds) for their child to use while at the program.

### NSLC STAFF & SUPERVISION

NSLC students are supervised by a highly trained and experienced staff. Staff reside in the dorms, accompany students on all field-trips and are on-call 24 hours a day. Students are supported by administrative staff as well as small group facilitators or Team Advisors (TAs). Each TA is responsible for guiding a small group of 8-10 students throughout their NSLC experience. The TA staff consists of teachers and upper-level undergraduate/graduate students who have backgrounds in education or the academic focus of the conference, leadership development and residential life.

### DRESS CODE

For the majority of the conference, students will wear neat or casual attire. A description of casual and neat attire and a packing checklist will be provided online prior to the conference.

### TRANSPORTATION

The NSLC offers airport pick-up and drop-off service from Reagan National Airport (DCA) and Baltimore-Washington International Airport (BWI) for \$40.00-\$50.00 each way depending on airport. Parents may accompany their child on these airport shuttles for free. Students flying without an adult to the program are encouraged to fly Southwest Airlines (SWA). SWA is the only airline that allows students 12 years-of-age or older to fly without additional unaccompanied minor (UMR) fees and restrictions. If you are unable to find a SWA flight and must use a different airline, your child will have to fly with the “unaccompanied minor” designation and service. Please do not book a flight before reviewing the online materials available on the student log-in (myNSLC), which will be provided after student acceptance. Note: all flights must arrive by 3pm on the first day and depart after 3pm on the last day of the conference.

### EMERGENCY MEDICAL AUTHORIZATION

The *Student & Parent Agreement* that must be signed by each student and parent prior to participation in a NSLC program includes an Emergency Medical Authorization. This authorization states that in the event the student becomes ill, is injured or requires emergency or other medical treatment while at the NSLC, the student and parent authorize and give full permission to the NSLC, at its discretion, to place the student in a hospital or in the care of a healthcare provider.

While not required, the NSLC strongly recommends students have medical insurance when attending their program. The optional *Student Protection Plan* provides limited coverage for medical expenses incurred due to an illness or injury that occurs while at the NSLC.

## PAYMENT ARRANGEMENTS

A tuition deposit must be submitted at the time of application. NSLC provides two payment options. Students may choose to pay in full when applying or agree to a monthly payment plan. Failure to submit payment by the due dates indicated within the payment plan schedule may result in cancellation of enrollment.

## REFUND/CANCELLATION POLICY

All cancellations must be submitted in writing (email is acceptable). Registrations occurring on or before May 1, 2019 may be canceled within 30 days of registration date without incurring a cancellation fee. The following cancellation fees apply to all NSLC enrollments:

By April 1, 2019	\$350 <i>\$500 for 18-day programs</i>
Between April 2 and May 1, 2019	\$500 <i>\$750 for 18-day programs</i>
May 2, 2019 or later	100% of tuition paid

NSLC will refund all tuition paid minus the cancellation fee listed above. **No refunds will be given on or after May 2, 2019.** If an application is rejected or if space is not available, all payments will be refunded in full.

## PROGRAM SCHOLARSHIPS AND FUNDRAISING INFORMATION

The National Student Leadership Foundation has created a Fundraising and Scholarship program to assist students and their families with gathering funds for the NSLC program. NSLF Scholarship Awards are based on a combination of financial need, academic merit, demonstrated leadership, and school and community involvement. The NSLF Scholarship Application, as well as a comprehensive Guide to Community Fundraising, may be found on our website: [www.nslcleaders.org/scholarships](http://www.nslcleaders.org/scholarships).

## STUDENT PROTECTION PLAN

Preparing to attend the NSLC should include protecting yourself from unfortunate occurrences that may threaten to interfere with even the best-laid plans. The *Student Protection Plan*, developed to meet the needs of NSLC attendees, includes a broad range of travel protection. In the event that you become unexpectedly ill or injured before or during your trip, the plan will reimburse you for penalties that may be assessed due to cancellation or for the unused portion of your conference should it be interrupted for a covered reason. In addition, the plan covers minor inconveniences like lost or delayed baggage as well as more serious problems such as an unexpected illness or injury requiring emergency evacuation back to your home. This insurance is highly recommended, but may be declined by marking the appropriate box on the enrollment application. *\*The Student Protection Plan must be accepted or declined upon application. Protection Plan fees are non-refundable.*

## CELL PHONE POLICY

We highly encourage each student to have a cell phone while at the program. During academic or leadership activities, the students are instructed to turn their cell phones off. During meals, free time, non-academic field trips, and arrival/departure days students are encouraged to check-in with family and keep phones turned on.



National Student Leadership Conference

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# 2019 ENROLLMENT APPLICATION

## MIDDLE SCHOOL PROGRAMS

**\*\*PAPER/MAILED APPLICATIONS MAY TAKE A WEEK TO PROCESS\*\***  
**REGISTER TODAY – ENROLL ONLINE: [www.nslcleaders.org/enroll](http://www.nslcleaders.org/enroll)**

### SECTION 1: PROGRAM SELECTION

Please write "1" for your 1st choice and "2" for your 2nd choice session.  
 Note: If your 1st choice is not available, you will be registered for your 2nd choice.

Program	Session 1: July 6 - 11	Session 2: July 14 - 19	Session 3: July 22 -27
Digital Arts			
STEM			
U.S. History & Government			

### SECTION 2: TUITION

Please choose one option.

Choice	Tuition
Commuter	\$1995
Residential	\$2395

\*Residential tuition includes room & meals.  
 Commuter tuition only includes meals.

### SECTION 3: STUDENT INFORMATION

Note: The NSLC will send all confirmations and program details by email. All emails are sent to student AND parent email addresses.

We recommend adding [info@nslcleaders.org](mailto:info@nslcleaders.org) to your safe senders list.

NSLC ID #: \_\_\_\_\_ Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Student E-mail: \_\_\_\_\_ (please do not list parent email for student)

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Mailing Address: Street/P.O. Box: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Student Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

### SECTION 4: SCHOOL INFORMATION

High School Graduation Year: \_\_\_\_\_ Current School Name: \_\_\_\_\_

School City: \_\_\_\_\_ School State: \_\_\_\_\_ School Country: \_\_\_\_\_

Lowest Grade in School: \_\_\_\_\_ Highest Grade in School: \_\_\_\_\_

Guidance Counselor: First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

### SECTION 5: PARENT/GUARDIAN INFORMATION

#### PARENT/GUARDIAN 1 (Required)

Name: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

#### PARENT/GUARDIAN 2 (Optional)

Name: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

## SECTION 6: PAYMENT OPTIONS

### STEP 1: SELECT PAYMENT OPTION

**Option 1: Pay in Full** (\$ \_\_\_\_\_) *Write in tuition amount listed in Program Dates & Locations (pages 2-3)*

**Option 2: NSLC Payment Plan** (\$ \_\_\_\_\_ 350 \_\_\_\_\_)

Secure your spot with a deposit and pay the balance of your tuition with monthly installments. Payment schedules are based on the start date of your program and date of registration. Upon acceptance of enrollment, you will receive your payment schedule by email. Your first monthly installment will be due one month after registration. Payments by credit card will automatically be charged to the credit card used for the deposit unless other arrangements are made.

**SAMPLE PAYMENT PLAN**  
Registration on 10/11/2018  
Digital Arts, Residential Option (\$2395)

Date	Payment Amount
Today	\$350.00
11/11/2018	\$292.14
12/11/2018	\$292.14
01/11/2019	\$292.14
02/11/2019	\$292.14
03/11/2019	\$292.14
04/11/2019	\$292.14
05/11/2019	\$292.16

### STEP 2: STUDENT PROTECTION PLAN

**Yes, I would like travel protection.** (\$ \_\_\_\_\_ 79 \_\_\_\_\_)

The Student Protection Plan provides a broad range of travel protection in the event that you become ill or injured before/during your NSLC trip. The plan further covers other inconveniences like lost baggage. Read more about the protection plan under Program Details (page 2).

**No, I would not like travel protection.**

### STEP 3: SUBMIT PAYMENT

**Pay by Check** (Write student name and NSLC ID# on memo line)

**Make check payable to: National Student Leadership Foundation.** We request payments by foreign NSLC participants be made via credit card or checks drawn on a U.S. bank. Money orders should be in U.S. dollars, through a U.S. bank, and payable to National Student Leadership Foundation. Canceled/Returned checks will be subject to a \$25 processing fee.

**Payment by Credit Card**

Tuition may be charged to Visa, MasterCard, Discover or American Express ONLY.

**Name on Card (please print):** \_\_\_\_\_ **Credit Card #:** \_\_\_\_\_

**Exp. Date (month/year):** \_\_\_\_ / \_\_\_\_ **Security Code (3 digits found on the back of your credit card/4 digits on front of American Express):** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Country:** \_\_\_\_\_

*I agree to pay the above charge in accordance with cardholder's agreement with issuer and in accordance with the NSLC refund policy set forth below.*

*Payment Plan: I understand my monthly payments will be automatically charged to this credit card, on the dates indicated in the payment schedule emailed to me. I understand that should I wish to use a different method of payment for these payments, I must contact and submit payment to the NSLC office prior to the due dates listed in my payment schedule.*

**Signature Authorizing Charge:** \_\_\_\_\_

## SECTION 7: STUDENT/PARENT/GUARDIAN AGREEMENT & REFUND POLICY

A comprehensive Code of Conduct form, which details guidelines for behavior and prohibits possession of such substances as drugs, alcohol, and tobacco will be available on your myNSLC portal (login information to be provided by email upon acceptance to the NSLC). We understand that this form and other required forms must be signed in order to participate in the NSLC. We further understand that failure to abide by this code of conduct may result in immediate dismissal, return home at own expense, and forfeiture of all tuition paid.

We understand that applications from qualified students are processed in the order received and that applications may exceed available spaces. We understand that spaces are limited and we may be placed on a waitlist. We understand that this is an application for participation in the Program and enrollment is contingent upon approval by NSLC, in its discretion. If not accepted, all money paid will be returned. We understand that payments must be made in accordance with the payment option selected above or this enrollment may be subject to cancellation without refund. We understand the NSLC refund policy as outlined below. A faxed or emailed copy of this document shall be binding as an original.

**REFUND POLICY:** All cancellations must be submitted in writing (email is acceptable). Registrations occurring on or before May 1, 2019 may be canceled within 30 days of registration date without incurring a cancellation fee. The following cancellation fees apply to all NSLC enrollments: If canceled by April 1, 2019 a cancellation fee of \$350 applies. If canceled between April 2 and May 1, 2019 a \$500 cancellation fee applies. Cancellations made on or after May 2, 2019 will be subject to a cancellation fee of 100% of tuition paid. NSLC will refund all tuition paid minus the cancellation fee as indicated. No refunds will be given on or after May 2, 2019. If an application is rejected or if space is not available, all deposits/payments will be refunded in full. **Note: Student protection plan fees for accepted students are non-refundable.**

**Student Name:** \_\_\_\_\_ **Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_ **Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_