

INSTRUCTIONS for 2019 CHEER OHIO REGISTRATION—READ FIRST!

--The 2019 Cheer Ohio camps are for Jr. High/Middle School and High School Cheer teams. Sorry—no individual camper or All-Star team registrations accepted.

--All 2019 camps will be held at Kenyon College in Gambier, OH (*view map at <http://www.oassa.org/cheer-ohio>*)

Fees shown include all instruction, all meals (*except lunch “on your own” on Check-In Day*), sleeping room, and use of facility. Cheer Ohio Camp apparel and Pizza Party costs are additional.

AVAILABILITY: If your first-choice camp is full: **As of April 15, Camp #4 (July 18-20) is currently “at capacity” and Camp #3 (July 15-17) has only a very limited number of beds available.** OASSA plans to first honor any “Hold/Intent to Register” requests we received through Thursday, April 4. Spots which remain/become available after these schools submit their registrations/deposits (*their payment deadlines vary by camp*) will be made available to other schools on a first-come, first-served basis. To ensure you secure a spot at a 2019 Cheer Ohio camp, we recommend that you register for those camps displaying sufficient “available beds” at the time of your registration. You may also contact Jeri Dill at JDill@oassa.org to inquire about any “wait list” possibilities for camp dates which become available.

HOW TO REGISTER:

--Please read these instructions before you begin; direct any questions to Jeri Dill at JDill@oassa.org.

--Gather your paperwork * (roster(s), coach info, payment info); please note registration session may “time out” due to prolonged inactivity.

--If necessary, coaches may initiate a registration record, select your camp date, and insert your estimated camper and coach counts in order to generate an “amount due.” Your spot in camp is not guaranteed until your payment instructions are in place (see “Payment” below.) You may then return at a later time to enter additional information (*such as add a PO # when assigned, insert or amend roster info, etc. Follow the prompts.*) **For return access to your record, be sure to make note of your 4-digit Team ID Code noted on your confirmation e-mails during initial session.**

--Complete one online registration record for each school (*treat HS and MS as two “schools” to ensure maximum # of free coach spots.*) Follow payment and submission instructions below.

***TIP: Have the following info at-hand when setting up your registration record(s):**

- 1) School Name and Camp Date (treat your HS and MS teams as two registration records);
- 2) Squads/Team categories: Varsity, JV, Freshmen (or any combo of); 8th Grade, 7th Grade, or Combo 7th/8th);
- 3) Names of all student campers (First, then Last), Gender (M/F), squad assigned, and Grade level (Fall 2019)
- 4) Names of all coaches (First, then Last), Gender (M/F), squad served, and contact info (cell and e-mail)
- 5) Any helpful notes or Special Accommodations/Requests (*medical needs or concerns, dietary restrictions, etc.*)

Coach Fees will be calculated for you, based on your camper count. Fees (if applicable) are applied on a sliding scale, as shown below (*note a change in your roster could also change any additional amount due for coaches*):

- One (1) coach per school with at least 6 campers may attend at no charge (a \$240 to \$275 value).
- If sending 20-34 student campers, two (2) coaches attend at no charge (a \$480 to \$550 value).
- If 35 or more student campers, three (3) coaches free attend at no charge (a \$720 to \$825 value).
- Schools bringing fewer than 6 campers will be required to pay for each coach.

Additional coach fees (if applicable): \$240 at three-day camps and \$275 at the four-day camp. See registration form.

For supervision purposes, OASSA requires that at least one (1) coach/adult from each school attends with the campers. It is not necessary to send more than one coach regardless of the number of cheerleaders attending.

PAYMENT: We accept **Booster checks, credit cards, and School Purchase Orders.** Please note your spot at camp is not guaranteed until we receive at least your deposit arrangement (see *payment options below*). A PO shows us “intent to pay”; receipt of that PO # will clear you to attend camp, and OASSA will invoice your District Treasurer for you. **Payment in full (or PO #) is due 15 days before start date of your camp.** **There are two payment options for 2019:**

- 1) Deposit of \$85 per student camper due during registration; no deposit required for additional coaches during initial registration. Balance due for students + full amounts for any additional coaches (*adjusted to reflect final roster counts*) due 15 days before start of your camp.
- 2) Single-transaction “payment in full” when you register. Please complete Payment section on registration form. Must register/pay by 15 days prior to your camp date.

Make checks and PO’s payable to OASSA. Mail checks to:
OASSA, 8050 N. High St., Suite 180, Columbus, OH 43235-6484.

You may also fax PO’s to: 614-430-8315 or e-mail them to Jeri Dill at <JDill@oassa.org>

REFUNDS: Honored for requests received 15 or more days before your camp date. Cancellations received less than 15 days prior to your camp date are subject to an \$85 cancellation fee per camper or coach (*to cover fees guaranteed to Kenyon*).

CONFIRMATION: Watch for and print out these e-mails, which will confirm your successful registration (*be sure to check your spam file. If you do not receive all three, you may have experienced a registration problem. Please contact Jeri Dill for assistance at JDill@oassa.org*)

--Camp registration (recaps your registration details, camp date chosen, and coach/camper estimates and/or rosters).

--Payment receipt (confirms your form of payment and amount due/paid. You can also use this form to request a PO from your Treasurer or as a Check Request to your Booster group or A.D.)

--final confirmation of successful registration; will include an attachment containing the **Coaches Website Checklist** (a guide for viewing and downloading important documents* from the Cheer Ohio webpage.)

***Do not mail any documents to the OASSA office unless requested to do so. Plan to take your signed Coach and Participant Waivers; Terms of Agreement/Music Cert. (*attach a purchase/authenticity receipt only if participating in “Home Dance”*); Emergency Medical forms; Pizza Party Form; and any other noted documents TO CAMP (download these docs from the Cheer Ohio webpage.)**

Visit the OASSA website often for camp info and to download forms: <http://www.oassa.org/cheer-ohio>

The 2019 Cheer Ohio Camp Theme is “START YOUR ENGINES!”

Registration Questions? Contact Jeri Dill, OASSA Cheerleading Admin., at JDill@oassa.org

OASSA 8050 N. High St., Suite 180, Columbus, OH 43235 614-430-8311 Fax: 614-430-8315 <www.oassa.org>