

CISV USA Seminar Camp Fact Sheet

Updates to the Application Process



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Seminar Camp Selection Process: Why the Change?

For several years, the Board of Directors has heard comments and suggestions about the Seminar Camp selection process. Many of the comments came from JBers, and the JB leadership strongly urged CISV USA to consider a process more like the ones used in other large, multi-chapter nations.

The main reasons to change were 1) to allow applicants to apply to whichever programs best suit them (location, cost, dates, etc.), 2) to ensure that all invitations to the USA are filled, including those challenging ones, and 3) to remove elements of competition at the local level, including any appearance of favoritism.

Local chapters, under the new system, still have a lot of control. Every applicant must inform their chapter of their application, and chapter representatives (Local Seminar Chairs or Chapter Presidents) are encouraged to send to the selection committee their personal recommendations or comments.

At the time of CISV in Motion in October 2017, the blank Seminar Application Forms, which include the list of all Seminar Camps to which USA has been invited, will be electronically available and the process will begin. We hope to move to a completely paperless application in the near future.

The Application Process

Attached you will find an example Seminar Application Form, modeled after the application form from CISV Canada. Each year the application will change to show the invitations available that program year. Applicants will designate on the application form those camps they would prefer, those they will accept if invited, and those for which they choose not to apply, using a 'P' for prefer, a 'Y' for yes, and an 'N' for no.

The applicant is responsible for informing their chapter of their application and submitting completed applications to the National Office. Chapter representatives or Local Seminar Chairs are encouraged to send endorsements of local applicants or other comments to the National Office prior to the application deadline. The two personal recommendations also need to be sent to the National Office before the deadline. A complete application consists of the signed application form, the essay, and the two personal recommendations. Until all elements of the application are received, the application will be considered incomplete. The LSC should help the application process along, reminding applicants of deadlines etc., but it is the responsibility of the applicant to get all the elements of the application in on time.

The personal recommendations can be from anyone: teachers, relatives, parents, or CISV participants, including JB members. Applicants should select one recommender from within CISV

and one from outside of the organization. We recommend the applicant provide envelopes to those from whom they request recommendations, stamped and correctly addressed.

The essay can be completed however the applicant wishes: tiny type with a zillion words, a long or short paragraph, a perfect single sentence or even some art. The committee will judge the applicant by what they learn about the applicant rather than by the skill demonstrated.

Fees with the application vary from chapter to chapter. All chapters require membership to apply and some ask for deposits for the program to which you apply. Some chapters also adjust flight costs or include chapter support (paperclips, copying, etc.) in the cost of their programs.

Therefore, the cost of Seminar varies chapter to chapter. The National Office will bill the chapter for the fees associated with the Seminar, not the applicant/participant. When applying, applicants should ask the LSC or Chapter President what the program will cost and when asked, pay the chapter.

Criteria for Selection: What Is the Committee Looking For?

Seminar Camp provides a setting in which 17 and 18 y/o's can discuss the things that matter to them most, whether it be international affairs, the political agenda of their various countries, the moral decisions of the time, or the status of their favorite rock band, all within a setting that encourages them to make friends. Essential for Seminar participants are tolerance, kindness, and a willingness to change one's mind. The best Seminar will also include participants that are articulate, share a spirit of collaboration, think creatively, and speak persuasively. These leaders (and Doris told us to look for leaders) should also be willing to help other participants with whom they disagree, so that in a discussion every side of important questions is well represented. Seminar Camp is one of the most personally challenging programs CISV has to offer, so ideal participants will be self-aware and will display an eagerness to work in an introspective environment.

Therefore, we are looking for participants who are leaders, intelligent, kind, tolerant, articulate, and fun. The application should exhibit evidence that the applicant has these qualities. CISV experience can be useful in developing and exhibiting these qualities, but other activities may serve as well.

The selection committee will also look for variety in the applicants. They will strive to choose applicants from many chapters, to have loud and soft, to have some who have fully adopted the tenets of CISV and some who question them. They need to be bright, questioning, tolerant, and mentally flexible. Some people think Seminar Camp is the best CISV program: more like 'real life,' more practice for real and important discussions to come, more rambunctious. It is a serious prelude to the stairwell bull sessions of college with a group of friends who have entirely different presumptions and therefore entirely different conclusions. It is not Village.

Time Line

- Mid-October At the time of CISV in Motion, the Seminar Application Form will be available listing the countries to which CISV USA has Seminar Camp invitations. Chapters should then start encouraging those of the right age to think about applying and start the application process.
- Late-November At this point the LSC should be wrapping it up, with each applicant getting their recommendations in and finishing up their essay and application form. The LSC can be writing, if they wish, their own comments on the applicants from their chapter for the selection committee.
- December 15 Complete applications postmarked on this date or before will receive priority in the selection process, and the committee will begin reviewing them and matching the applicants to the available invitations.
- January 15 By this date all applicants will have received an invitation to a program which they ranked P or Y or they will be notified that they are not receiving an invitation at this time. Everyone that applies will hear back. The applications of those who have not yet received an invitation are considered still active and they may be offered an invitation if one is turned back or when additional invitations are given to CISV USA.
- February 1 All applicants who were offered an invitation must respond by February 1. If they do not, the selection committee is allowed to withdraw the invitation and offer it to another applicant.
- February 20 Second round (Seminar Camps that are newly announced or additional invitations that are added) may be offered to CISV USA by the International Office. The selection committee will distribute these to those whose applications are still pending.
- March 1 All invitations should have commitments from the applicants to whom they have been offered. Any unfilled Seminar Camp invitations can still be filled if qualified applicants exist. Also on this date, the Notice of Selection Form (NOS) for Seminar Camps is due to the National Office. It is the responsibility of the Seminar Camp selection committee to complete the NOS - not the chapters. Travel plans should not be finalized before this date.

Participation in Local Leadership Training and National Leadership Training (web training) is required for Seminar participants; they occur through the late-winter and spring.

The same pool of applicants will be used for winter Seminars and the distribution of invitations to applicants will take place in the winter/spring. Late selection for these will be used only if the

invitation comes to CISV USA late or there is a drop-out. The committee will consider first the applications previously submitted, but may call for additional applications if needed.

So What Do You Do?

If you want to apply:

- Fill out the application, rank the programs, sign it and have a parent sign it
- Write an essay using one of the topics on the application form
- Ask for recommendation letters (one CISV, one not) from people who know you. Have them sent to the National Office
- Pay whatever fee your chapter requires
- Once the application form is complete, encourage your chapter officer (LSC or President) to send in an endorsement or recommendation to the National Office
- Mail the application form and your essay to the National Office, postmarked no later than December 15
- Follow up with your recommenders that they mail their recommendation letters in time.

If you are a Local Seminar Chair or acting in that capacity for this process:

- In mid-October, recruit applicants for Seminar Camp using the form which lists all the programs and requirements for application; Tell the JB
- Make sure you know what fees your chapter requires for application and participation
- Encourage all applicants to complete the process by the deadline. On-time applicants have a definite advantage
- Complete your own recommendation for the applicant and send it to the National Office
- See that your chapter collects the usual program fees from the participant
- Follow up: Did the applicants get invitations? Did they accept? Are they planning to be trained?
- After the Seminar Camp, do a good debrief. The selection committee would like your assessment of the camper's experience and the process for selection.

That's It!

The important thing is to get the 17- and 18-year-olds to apply! In recent years we have sent many invitations back to International unfilled. This is our chance to fill every invitation with people who want that invitation and for us to have the best-qualified and most-motivated participants!



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SEMINAR CAMP 2018 PARTICIPANT APPLICATION FORM

To be completed by all USA applicants to CISV Seminar Camps during the summer of 2018 and the winter of 2018-2019.

Personal Information

First Name	
Last Name	
Chapter	
Number & Street	
City	
State, Zip Code	
Home Telephone	
Cell Number	
Applicant's Email	
Date of Birth* (Day/Month/Year)	
Gender Identity	
Parent/Guardian Name & Email	
Parent/Guardian Name & Email	

***Please provide a copy of your birth certificate, passport, or other document that verifies your date of birth.**

Have you applied for Seminar Camp before? Yes No

If Yes, please indicate why you were unable to participate.

Have you been involved in CISV before? Yes No

If Yes, which programs?

Village Interchange Step Up Youth Meeting JC Junior Branch

Personal References

Please ask two persons who know you well to provide letters of reference. **One should be from a chapter member and one from someone outside CISV.** The letters may be submitted sealed or unsealed.

REFERENCE NAME	RELATIONSHIP TO APPLICANT
1.	
2.	

It is the applicant's responsibility to ensure that the written references are submitted to the National Office by the national deadline. Ideally, written references should be submitted simultaneously with the applicant's completed application. The Local Seminar Chair is not responsible for collecting written references and the application is not complete until the written references are received.

Destination Preferences:

Rank every camp with a ranking of P (meaning Preferred), Y (meaning Yes, I will accept if invited), or N (meaning No, I cannot attend this Seminar). You may rank as many camps in each category as you like. Any camp without a ranking will be considered a No. The national Seminar selection committee will do its best to assign you according to your preferences, but not all applicants will receive an invitation to one of their top choices. **Rank all camps!**

- It is suggested that you investigate airfares while making your choices so there are no surprises later. Also, please discuss choices with your parents before submitting your application.
- Final dates are not confirmed until February for summer Seminar Camps & October for winter Seminar Camps. Do not buy an airline ticket until you have received confirmed camp dates.

Rank (P/Y/N)	Gender	Reference #	Host Nation	Host Chapter	Dates
	1M/1F	S-2018-001	Brazil	Araraquara	July 8-28, 2018
	1M/1F	S-2018-002	Brazil	Brasilia	Dec 27, 2018 – Jan 16, 2019
	None	S-2018-003	Canada	Ottawa	August 8-28, 2018
	1M/1F	S-2018-004	Egypt	Cairo	July 5-25, 2018
	1M/1F	S-2018-005	Finland	Tampere	June 29 – July 19, 2018
	1M/1F	S-2018-006*	France	Ile de France	July 7-27, 2018 – 18 year old ONLY
	None	S-2018-007	Germany	Munchen	July 28 – August 17, 2018
	1M/1F	S-2018-008	Guatemala	Guatemala	July 2-22, 2018
	1M/1F	S-2018-009	Honduras	Tegucigalpa	July 6-26, 2018
	1M/1F	S-2018-010	Italy	Bologna	July 9-29, 2018
	None	S-2018-011	Netherlands	Netherlands	July 20 – August 9, 2018
	1M/1F	S-2018-012*	Poland	Dabrowa Gornicza	July 14 – August 3, 2018– 18 year old ONLY
	1M/1F	S-2018-013*	Portugal	Lisbon	July 28 – August 17, 2018– 18 year old ONLY
	1F	S-2018-014	Spain	Galicia	July 27 – August 16, 2018
	None	S-2018-015	Spain	Madrid	August 3-23, 2018
	1M/1F	S-2018-016	Sweden	Linkoping	July 2-22, 2018
	1M/2F	S-2018-017	USA	Cincinnati	June 22 – July 12, 2018

- Unbolded invitations mean that CISV USA did not receive first round invitations to these camps. Nevertheless, please rank them. We could receive a late invitation.
- *Participants for the Seminars in **France, Poland, and Portugal** must be 18 on the first day of the program to comply with local laws. Do not rank this camp if you will not be 18 by the start of camp.

If you ranked any camps N (No), please briefly explain why.

Application Essay:

Please choose one of the questions below and write an answer using no more than one side of a standard 8 ½ by 11 page.

- Seminar Camps can really be fun but can also be very challenging. What do you think would be the best kind of Seminar Camp for you and how might you try to make it that way?
- How can you be open-minded without risking the loss of who you are?
- Was there a time you really had to stand up for something you believed in? Please describe it. Were you right?

Applicant Verification

I am submitting my application for participation in an International CISV Seminar Camp. I have read, understand, and agree to:

- Respect the decisions of the Seminar Camp Chair and committee.
- Respect the CISV requirements on Behavior and Cultural Sensitivity, as outlined in Info File R-07; (copy and paste this link to download Info File R-07: <http://www.cisv.org/EasySiteWeb/GatewayLink.aspx?allId=2139>).
- Participate in all Seminar Camp participant preparation offered.
- Participate in local Junior Branch (JB) activities before and after my Seminar Camp experience.

	Signature	Date
Applicant		

Parent / Guardian Verification

I/We are aware of and fully support my child/our child’s application for participation in an International CISV Seminar Camp. I/We have read, understood, and agree to:

- Respect the decisions of the Seminar Camp Chair and committee.
- Ensure that our child participates in all Seminar Camp participant preparation.

- Encourage our child to participate in local Junior Branch (JB) activities before and after his/her program.
- Assist our child with Seminar Camp preparations, including (but not limited to) health, legal, travel, and forms.

	Signature	Date
Parent/Guardian		
Parent/Guardian		

Seminar Camp Fees

All fees for Seminar Camp will be collected by the **home chapter** and must be received as the chapter's policies indicate. Should a participant withdraw after accepting a placement, that participant's camp fees are non-refundable unless a replacement participant is found. Should an applicant not receive a placement, or have his/her camp cancelled and no suitable replacement invitation is available, any fees that applicant has paid will be refunded.

Questions about fees should be directed to your Local Seminar Chair or Chapter President.

Application Deadlines

CISV USA Deadline: The National Office must receive completed applications by **December 15, 2018**. Late applications may be accepted. However, those received by the deadline will receive priority. For questions or concerns, please contact the National Seminar Camp Chair, Machteld van Hoek (Huizen1958@gmail.com) or the Executive Director (cisvusa@cisvusa.org).

Chapter Recommendation

It is the responsibility of every participant to obtain an endorsement from their Local Seminar Chair, Chapter President, or other chapter officer. Endorsements should be sent to the National Office by the national deadline.

NOTE: The selection committee will also be happy to receive recommendations from officers/members of the chapter.