

# Registration

## General information

Ready to register for SUUSI 2006? Fill out your forms now and come to Blacksburg July 16-22, 2006. Registration forms can also be downloaded from the web site [suusi.org](http://suusi.org). Please be sure that your forms are labeled SUUSI 2006.

Please register now. Don't wait. Complete and mail the forms without delay, to insure a place and to give you a better chance for Workshops and Nature trips with limited space. Unless you hear otherwise, if you mail your material by May 20, you can assume your registration has been accepted. Your confirmation packet will be mailed by early July. If you would like to be notified when your registration has been received and processed, please include a self-addressed, stamped postcard (not an envelope) with your registration, and we will return it to you when your registration has been completed.

### Cost

Basic SUUSI cost for adults (room, meals and registration) is \$465 for a week of activities, housing and meals if you submit your registration by May 20 (this price includes a discount for registering on time). Additional optional costs may include Workshop and Nature trip fees, drinks of various sorts during Nightlife events, upgrades (\$50) to air-conditioned rooms, purchases at the Artisan Bazaar and SUUSI Store and SUUSIship donations. If your registration is postmarked after May 20th, you will not be able to take advantage of the discount for registering on time, so your cost will increase.

SUUSI is intentionally family friendly: bring the kids, and bring the grandkids. We keep the costs low, recognizing that a family with children needs a break. SUUSI is less expensive than renting a cabin for a week and paying separately for meals and entertainment (movies, amusement park rides, etc.). There are nearly 200 scheduled workshops, nature trips and other activities – plus 1,000 SUUSI friends to play with.

Age group	Registration & meals	Housing	Per person	May 20 early registration discount	Total cost per person	Deposit due with registration
0-3	\$125	\$0 if sleeping on floor	\$125	\$50	\$75	\$75
	\$125	\$120/bed in non A/C dorm	\$245	\$50	\$195	\$75
	\$125	\$170/bed in A/C dorm	\$295	\$50	\$245	\$75
4-12	\$305	\$0 if sleeping on floor	\$305	\$50	\$255	\$130
	\$305	\$120/bed in non A/C dorm	\$425	\$50	\$375	\$130
	\$305	\$170/bed in A/C dorm	\$475	\$50	\$425	\$130
13-17	\$340	\$0 if sleeping on floor	\$340	\$50	\$290	\$165
	\$340	\$120/bed in non A/C dorm	\$460	\$50	\$410	\$165
	\$340	\$170/bed in A/C dorm	\$510	\$50	\$460	\$165
18+	\$395	\$120/bed in non A/C dorm	\$515	\$50	\$465	\$220
	\$395	\$170/bed in A/C dorm	\$565	\$50	\$515	\$220

### Partial registration

We would love you to be able to stay the entire week, but if time does not permit, you can join us for part of the week. If you would like to register to attend SUUSI for part of the week, please contact the registration coordinator, Marianne Vakiener, at [registration@suusi.org](mailto:registration@suusi.org) or 703.385.0527 (between 8 am and 8 pm only, please)

## Early registration discount

New this year - register early and save money! If your registration is postmarked by May 20, you may deduct \$50 per person from your registration fees. If your registration is postmarked between May 21 and June 20, you may deduct \$25 per person from your registration fees. If you register after June 20, you'll have to pay full price. We don't want anyone to pay full price, so please register early.

## Room assignments and reservations

Our contract with Virginia Tech specifies a maximum of two adults per room and a maximum of two children or teens sleeping on the floor per room. If you intend to sleep one or two children on the floor, you must find your own roommate – one who understands the sleeping arrangements. We have access to a limited number of air-conditioned (A/C) rooms. In order to make A/C rooms available to as many people as possible, all beds must be occupied. In a non-A/C dorm, you can pay for both beds in order to have a room to yourself, but that's not an option in the A/C dorms. If people 17 and under sleep on the floor in the room of their parents or guardians, then there is no housing charge. Our arrangement with VT requires that everyone over 17 and sleeping in a SUUSI dorm must pay for a bed.

If you have any special needs for your room, please contact the Registrar and include a doctor's recommendation if appropriate.

## Air-conditioned dorm rooms

You must have a roommate. You may either designate your roommate or we will assign one. You may not pay for two A/C beds.

A parent and child desiring an A/C room should consider sharing the room with another single parent and child. Remember – kids can sleep free on the floor. This may allow another parent/child to have an A/C room. All A/C dorms are arranged in suites, with two or three rooms sharing a living room with a coffee table, sofa and/or side chairs, and a bathroom.

## Non air-conditioned (non A/C) dorm rooms

You may pay for two beds and have a room to yourself. Non air-conditioned dorms are comfortable, but not luxurious.

## Don't want to stay in a dorm room?

In the days before Virginia Tech had air-conditioned dorms, some participants stayed in local motels. You may still do this, but for the ultimate in on-campus pampering and privacy, you now have the choice of staying at the brand new conference center hotel at Virginia Tech. The good news is that this is new facility opened last year. The bad news is that it's located on the outskirts of campus. For answers to your questions about the new facility or to make reservations (do it early), call (540) 231-8000. Say you want one of the rooms being held for SUUSI. Also, indicate you'll be staying there on your registration form, so we know you don't need a dorm room.

## Deposit instructions

A check or credit card information for the deposit fees must accompany your registration form. All other fees may be paid upon arrival at Virginia Tech during check-in on Sunday. MasterCard and Visa are also accepted. If you are receiving staff credit and wish to use staff credit for your deposit, you may only use the credit to pay the deposit of the person to whom the staff credit was issued. You may not use the staff credit to pay the deposit for your entire family group.

DON'T forget your key deposits with your registration forms. In addition to the registration deposit due with your forms, SUUSI collects a \$50 key deposit for each room key requested (at least one key must be requested for each room). To speed registration on Sunday, you must submit these deposits in addition to your registration deposit (separate checks, please, or indicate your credit card number for your deposit) when you mail in the registration forms. We will hold your key deposit until after SUUSI. One of the following will be done with that check or credit card slip:

- You may donate the fee to the SUUSIship fund (please write 'Donate to SUUSIship' on your check or key return envelope).
- We tear up the check or credit card slip after you return the key(s) at checkout, so you're not charged anything.
- We use the check or credit card slip to pay the costs imposed by Virginia Tech, if the key(s) are not returned on July 22 by 11 am.

### Young Adult damage deposit

There is a \$25 damage deposit required for all Young Adults staying in the YA dorm. Like the key deposit, the damage deposit will be held until after SUUSI. If there is no damage to the room, the check or credit card slip will be destroyed. If the room is trashed, however, we'll deposit the check or charge the credit card and pay Virginia Tech.

### Cancellation policy

If you have to cancel your registration, \$50 per person is non-refundable under any circumstances. The non-refundable amount increases to \$125 per person (for an adult, pro-rated for other ages) after May 31. The full deposit amount becomes non-refundable after June 30th. After you register on Sunday, no refunds will be issued for Workshops or Nature trips unless SUUSI has to cancel the scheduled activity. Instead, you can apply Workshop or Nature trip credit to another Workshop or Nature trip, provided you reschedule 24 hours in advance of the Workshop or Nature trip.

### Medical information

Please complete the medical information on the registration forms and attach a note explaining any special circumstances. We need to be aware of pre-existing medical conditions, though we cannot treat them.

### SUUSIships

Limited funds are available for scholarships. Scholarships are based on need and on the ability to participate in the SUUSI experience. To be considered in the first round of scholarship awards, applications must be received by May 15. All requests and applications are kept strictly confidential. To apply for a SUUSIship, e-mail [suusiships@suusi.org](mailto:suusiships@suusi.org). When you send your registration, please include a note to the Registrar saying that you have applied for a SUUSIship. Note that you do not need to pay the Registration and Meals deposit with your registration.

### Mug Book as your souvenir

We'll take a digital photo at Registration (even if it's a bad hair day) and create a portfolio of pictures and postal/e-mail addresses of SUUSI participants, so you can connect with new friends afterwards. Order a copy of the Mug Book on the registration form (Section C, Line 4) – only \$7 a copy.



## Registering together but coming to SUUSI separately?

You can use one registration form to register together with your roommate or family. However, please indicate if someone listed on your registration forms will arrive and go through registration at a different time on Sunday. (We will need to prepare separate registration packets, in that case . . .)

## Arriving late?

Registration will be open on Sunday from 10 am - 4 pm. If you will be arriving later than that, please check in at the conference reception desk in Peddrew Yates. You must give a credit card number to cover your balance due if you are arriving after close of registration on Sunday. You can come to late registration/drop add office in Payne between 8 am and 9:30 am the next day to make any corrections that are needed to your registration.

## Registering Youth and Teens

All youth and teens registering for SUUSI must be under the supervision of a legally responsible adult. Youth/teens who attend SUUSI without their legal guardian must have an adult (over 21) who is willing to be their guardian at SUUSI. Adults may not serve as a guardian for more than two youths/teens for whom they are not the legal guardian. Guardianship forms must be signed and notarized by the legal guardian.

We need someone to be responsible for youth at all times. If the responsible adult registers for a Workshop or Nature trip that meets off-campus when Youth programming is not scheduled, you must designate a responsible adult on campus. Please inform the Youth staff and post your daily schedule on your room door at SUUSI, so we know which adult to contact regarding Youth (newborn-13 years old) at all times.

**Important:** To confirm the age of participants in the Teen program, a notarized (yes, notarized) copy of a birth certificate or a driver's license is required for all new participants. This documentation must accompany registration forms. No exceptions. The age of each youth or teen on the first day of SUUSI (this year July 16, 2006) will be used to determine age for program eligibility.

We also need a statement from the legal guardian for each youth/teen, authorizing the guardian at SUUSI to sign medical release forms if necessary. This authorization must be included with the youth/teen's registration. These forms must be notarized before they are mailed. Teens (ages 14-17) registering for the Teen Dorm must check the appropriate box in Section B of the registration form – and you're encouraged to write in the name of your proposed roommate, if you've made such arrangements.

All teens staying in the Teen Dorm must pay for a bed (even if everyone decides to crash on the floor during SUUSI). The SUUSI Teen-Parent Agreement Form must be completed and signed by both teen and parent and submitted with registration forms. New this year: Teens and parents must both sign if they want their teen to be housed on the co-ed dorm floor.

## Liability and emergency contact/medical information

SUUSI is an environment where you can expand your boundaries. Many of the workshops and nature trips represent risks for those not adequately prepared. By enrolling at SUUSI, you acknowledge and accept these risks. Please provide us with the name of an emergency contact at SUUSI or elsewhere. Also let us know of any medical problems or medications for each member of your family/group.



## Registration instructions

All registration forms must be completed, including forms for youth and teens. Incomplete forms will delay your registration. If you must spindle, fold, and mutilate, please abuse the editorial section of your local newspaper instead of these forms.

And please remember that SUUSI is an all-volunteer effort. Waive the signature requirement before sending anything by UPS, special delivery, or any service requiring a signature for delivery – our “offices” are our homes.

### Deadlines

**In order to receive the best discount on your registration fees, registration forms must be postmarked by May 20, 2006.**

Early and complete registration is recommended. Space for General Workshops & Nature Trips is limited, and scheduled activities with low registration may be modified or cancelled.

If your registration is received by Monday, July 10, then it will be processed. Any registration received after Monday, July 10 will be treated as a walk-in registration at SUUSI.

We recommended you make a copy of all forms before mailing them.

Questions? Please contact Registration if you have questions about registration or housing by e-mailing [registration@suusi.org](mailto:registration@suusi.org) or by calling Marianne Vakiener at 703.385.0527 (between 8 am and 8 pm only, please).

### Instructions for completing registration forms

Please take a few minutes to read through the basic information first before filling out the registration forms. Please be sure that your forms are labeled SUUSI 2006 – they have changed since previous years. Check the SUUSI web site at [suusi.org](http://suusi.org) for more details before calling. In some cases you may need to duplicate blank forms. For example, if you are registering more than one teen, make copies of required teen forms before you begin. You will need to submit the original signatures and notarized forms with the required information for each teen.

### Individual and family group registration

**Please complete a separate individual registration page (Sections A-G), front and back, for each person in your family group. There are three sets of individual registration pages printed in the catalog; please make additional copies as needed.**

Please list each person's name as you want it to appear on your nametag. Please check the primary registrant checkbox to indicate the “head of household” for each family group. For all other people registering in that family group, you only need to indicate personal information that's different (an e-mail address, for example, if everyone lives at the same address.) Please be sure to include your family name on each page of Sections A-G.

All costs are determined based on the participant's age on July 16, 2006. A registration and meals deposit is required for each participant (\$75 for ages newborn-3, \$130 for 4-12, \$165 for 13-17, \$220 for those 18+). A key deposit of \$50 is required for each set of room keys you receive. Put \$50 next to each person's name who will be receiving keys. Put \$0 if

### New registration forms!

In response to comments and requests from the SUUSI community, we've redesigned our registration forms this year.

If you've been to SUUSI before, you'll notice that many things about the forms are different. They should be easier to read and complete. The biggest change is that you now need to complete a separate registration form for each person in your family group, plus one form for the entire family group. So if you're registering a family of four, you'll fill out four individual registration forms as well as a family group form to get your total costs. The waivers, Youth and Teen forms, etc. have not changed.

We hope you like the new forms and find it to easier to register for SUUSI!

that person will not receive keys. For example, a child sleeping on the floor would have \$50 if they were to receive keys or \$0 if they will not receive a set of keys. A separate check for each key deposit is required, or you may authorize the use of your credit card for the key deposits.

Completion of Section C provides the total SUUSI costs and deposits for each person in your family group. The deposits total on line 13 and the SUUSI costs total on line 14 should be copied to the Family Group Registration Form, Section H.

In Section E, please register for Workshops and Nature trips. Enter the number, title, day, time and cost of each workshop or nature trip for which you wish to register in the tables. Enter your

first choice in the table on the left and a second choice for each workshop or trip in the table to the right. If your first choice is not available, you will be registered for your second choice if it is available. There will not be a waiting list for workshops or nature trips. You may check at SUUSI to determine if workshops or trips have space available.

At the top of pages 75-81, please write the name of your family group (surname of the primary registrant or other name that works for your group) in the space provided. This will help our staff keep all family group materials together.

In Section F, please consider volunteering in order to help make the SUUSI community even better. Please provide medical and emergency contact information in Section G. This information will be kept confidential.

In Section H, copy the name and age of each participant in your family group, along with each person's total deposits and total costs from Section C.

Every person who attends SUUSI must complete Section J, the Participation Form/Liability Waiver and Assumption of Responsibility.

**IF YOU ARE AN ADULT:** You may fill the form out for yourself.

**IF YOU ARE UNDER 18 OR SOMEONE ELSE IS LEGALLY RESPONSIBLE FOR YOU:** Your parent or guardian must fill the form out for you.

**WHY AM I DOING THIS NOW?** If you include a properly completed form with your registration materials, you will cut down the amount of time you have to spend at the waiver table when you arrive at SUUSI. Thank you for helping us make SUUSI and registration work better for everyone.

### **Youth and Teen forms**

If you are bringing a youth (ages newborn-13) or teen (ages 14-17) to SUUSI, you must complete Section K, the Parent's Authorization for Medical Treatment and Travel.

If you are bringing a youth (ages newborn-13) to SUUSI, you must complete Section L, the Youth Permission Form, and Section N, the Rules for Youth Form.

If you are serving as SUUSI guardian for a youth or teen for whom you are not the legal guardian, both you and the



child's/teen's legal guardian must complete Section M, the Guardianship Form.

If you are bringing a teen to SUUSI, you must complete Section O (the Teen Permission Form), Section P (the Notarized Proof of Age Form for Teens) and Section Q (Rules for Teens Form).

## Submitting registration

Include a check or credit card information for each deposit fee (SUUSI deposit, key deposit(s), Young Adult deposit, if applicable). All other fees are to be paid upon arrival at Virginia Tech during registration. If you are arriving after registration closes, please submit a credit card to cover the balance due.

When you have completed all your forms, please separate the pages of the forms (use scissors), and then mail them along with your deposit (checks should be made out to SUUSI) for the amount shown on Section H to:

Marianne Vakiener, Registration Coordinator  
 9803 Barlow Rd.  
 Fairfax, VA 22031-3517  
 registration@suusi.org  
 703.385.0527 (between 8 am and 8 pm only, please)

Please contact Marianne if you have registration or housing questions about SUUSI.

### Registration checklist

Each person must complete:

- Section A - Registrant's information
- Section B - Housing options
- Section C - SUUSI costs
- Section D - Needs
- Section E - Workshop and nature trip registration
- Section F - Volunteer opportunities
- Section G - Other information
- Section J - Participation Form/Liability Waiver and Assumption of Responsibility

Each family group must complete:

- Section H - Family group registration form
- Section I - Payment

A family group bringing a youth (ages newborn-13) must complete:

- Section K - Parent's authorization for medical treatment and travel
- Section L - Youth Permission Form
- Section N - Rules for Youth Form

A family group bringing a teen (ages 13-17) must complete:

- Section K - Parent's authorization for medical treatment and travel
- Section O - Teen permission form
- Section P - Notarized proof of age form for teens
- Section Q - Rules for teens form

An adult serving as a guardian for a youth or teen for whom you are not the legal guardian must complete:

- Section M - Guardianship form



SUUSI...

not

just

another

church

camp!



# Meet Your SUUSI Leadership Team

## SUUSI Board 2006

President	Alex Winner
Vice-President	Rev. Bill Gupton
Secretary	Karen Lauer
At Large	Jerry King
Representative	
Thomas Jefferson District	Dee Medley
Thomas Jefferson District	Alice Alexander
Florida District	Doug Hughes
Mid-South District	Thomas Lower (‘Uncle Flip’)
Senior Youth Representative	Jennifer Teeter
Junior Youth Representative	Emily Madara
Treasurer	Wendell Putney
Risk Manager	Eric Kaminetzky
Director	Jen Lucas
Director-Elect	Devin Gordon

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Nightlife	Elizabeth Thompson
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Organizational Development	Phil Sterner
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Registration & Housing	Marianne Vakiener
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Treasurer	Wendell Putney
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Youth	Dianna MacPherson
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# 2006



**Southeast Unitarian Universalist Summer Institute**

**July 16-22, 2006**

**Virginia Tech, Blacksburg, VA**

**SUUSI '06**  
**Southeast Unitarian Universalist Summer Institute**  
**1704 Bearhollow Rd.**  
**Greensboro, NC 27410**

**Non. Profit Org.**  
**U.S. Postage PAID**  
**Roanoke, VA**  
**Permit No. 495**

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The mission of SUUSI is to provide a one-week experience evoking the best within us, in concert with Unitarian Universalist principles. SUUSI offers the opportunity to share an intergenerational environment of love, personal freedom, ethics and joy in an intentional, nonjudgemental community.

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