

Georgia Teen Institute 2016

A Program of GUIDE, Inc.

Statewide Youth Action Team Registration Information

WHEN: (Your choice) Week 1: June 14-17 or Week 2: June 21-24

WHERE: Oxford College, Oxford, GA

TEAM COMPOSITION:

A team is generally comprised of at least four youth and must have at least one adult as a team member. *If a team is co-ed, one adult must be male and one female, for supervision purposes.* Youth members must be enrolled in grades 7-12 for the 2016-2017 school year. Neither youth nor adults should be currently experiencing a substance abuse or significant mental health problem. A team *must* consist of at least four youth and one adult, but have *no more than seven persons*, youth and adults. There must be at least one adult per six participants.

FEES:

The team fee is \$175 per team of up to seven participants. (Additional participants may be registered at a discounted rate of \$400 per person if they are selected from the waiting list. Do not send additional fees with your registration packet.)

The registration fee includes four days, three nights of lodging, all meals beginning with lunch on Day 1 and ending with lunch on Day 4, all GTI materials, training and the use of Oxford College's recreational facilities during free times.

Make checks payable to GUIDE, Inc.

**Adults may request a single room. Each statewide team is granted one complimentary single room. Additional single rooms for additional adults may be requested at the rate of \$50 per room.*

REGISTRATION DEADLINE: April 8 at 5 pm

REGISTRATION POLICY:

Teams within the Statewide YAT Network are required to submit all registration paperwork and the team registration fee by the registration deadline. Teams failing to submit completed paperwork and payment by the deadline will lose two participant slots, forfeit their complimentary single room and lose their eligibility to earn an Adult Advisor stipend.

There are NO REFUNDS of Team Registration Fees.

FOR MORE INFORMATION:

Call Sarah Stokes at 678-377-4136, email sarah@guideinc.org or visit www.georgiati.org.

HOW TO REGISTER

1. Determine if your team will attend Week 1 (June 14-17) or Week 2 (June 21-24). Each week has a limited capacity and will be filled on a first come, first served basis.
2. Determine your base team of seven. You may have up to six youth participants and up to two Adult Advisors (based on sex of participants), but **NO MORE THAN SEVEN TOTAL**. Give appropriate registration forms to each of these participants with a deadline for returning it to you that is well ahead of our registration deadlines.
3. Determine if you have additional participants you would like to attend if space allows. These participants will be on your Waiting List. Give appropriate registration forms to each of these participants with a deadline for returning it to you that is well ahead of our registration deadlines. Make sure that these participants know that they are not guaranteed slots at Georgia Teen Institute and that their registration will be processed as space is available.
4. Collect all registration forms, including one for each Adult Advisor and two for each youth participant (registration form and consent/release form). Make sure all registration forms are filled out neatly and completely. We cannot accept forms with missing parent/guardian signatures.
5. Create a "Team Registration List" using the form provided that includes name, sex, grade level as of Fall 2016 and a roommate for each person on your base team of seven.
6. Create a "Waiting List" of participants in the order that they should be added to your team. Using the form provided, include the name, sex, grade level as of Fall 2016 and roommate details for each additional participant who wants to attend Georgia Teen Institute if space allows.
7. Fill out the "Team Registration Form" for your team, indicating the contact person our staff should communicate with regarding your team. We will communicate with this person about the registration process, Adult Advisor(s), which week your team would like to attend and your payment amount due.
8. Make your check or money order payable to GUIDE, Inc. If you'd like to pay with a credit card, you may do so for a small service charge. Please contact Sarah Stokes via email at sarah@guideinc.org for details.
9. Place your forms in the following order, with your check, money order or PayPal receipt for the amount due on top, before mailing or delivering to the GUIDE office:
 - Team Registration Form
 - Team Registration List
 - Adult Advisor Form(s) for those adults on your base team
 - Youth Registration and signed Parent Consent/Release Forms for those youth on your base team
 - Team Waiting List
 - Waiting List Adult Advisor Form(s)
 - Waiting List Youth Registration and signed Parent Consent/Release Forms

To submit your packet by mail: GUIDE, Inc., Attn. GTI, PO Box 1922, Lawrenceville, GA 30046

To submit your packet in person: Please contact Sarah Stokes at sarah@guideinc.org to arrange a delivery time.

REGISTRATION DEADLINE: April 8 at 5 pm

2016 Georgia Teen Institute * Team Registration Form

Team Name _____
(This is what will appear on the team's nametags at Georgia Teen Institute.)

School/Organization Name (if different than above) _____

Contact Person _____

Mailing Address _____
Street Address

_____ City _____ Zip Code _____

Contact Person's Cell Phone _____ Work Phone _____

Email Address _____

Our team will attend (check ONE): *Week 1 (June 14-17)* *Week 2 (June 21-24)*

Adult Advisors: Please list one Adult Advisor per line, indicating male or female and requests for single rooms.

Requesting Single

M F _____ Free!

M F _____ (\$50)

Total Amount Due _____

For Office Use Only:

Date Received: _____ # Team Members: _____ Check: _____

Roommates: _____ RA: _____ FG: _____ Confirmation: _____

	MS F	MS M	HS F	HS M	A F	A M
Team						
Waiting						

Notes:

2016 Georgia Teen Institute * Team Registration List

List each youth team member below. PRINT CLEARLY. Participants may not be added to this list if their two completed registration pages do not accompany the packet submitted to Georgia Teen Institute.

Indicate roommate preferences on this sheet by placing participants two to a room as shown below. If your team consists of an odd number of males and/or females, the odd person will share a room with a student from another school but will remain on the same hall.

Adult Advisors will not room with youth unless given special permission. Middle School students should room with Middle School students, and High School students should room with High School students whenever possible.

Team Name _____

Sex	Team Member's Name	Grade in Fall 2016
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Room 1:

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

Room 2:

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

Room 3:

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

These students should room with students from other teams:

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

M	F	_____	7	8	9	10	11	12
---	---	-------	---	---	---	----	----	----

2016 Georgia Teen Institute

A Program of GUIDE, Inc.

Adult Advisor Information

Week 1: June 14-17 or Week 2: June 21-24

Oxford College, Oxford, GA

COST: \$175 per team

Georgia Teen Institute involves youth and adults in planning and implementing prevention programs to reduce alcohol, tobacco and other drug (ATOD) use and other high risk behaviors. Teams of students and adults work together to identify local concerns and develop a plan of action. They attend educational and skill-building workshops and discussion groups as well as enjoy social and recreational activities. They learn, explore common experiences and have fun, too! Georgia Teen Institute focuses on Community Level Change Strategies for the prevention of ATOD use while training each Youth Action Team in the steps of the Strategic Prevention Framework.

ADULT ADVISOR ROLES AND RESPONSIBILITIES:

- Arrive by 11 am on Day 1 of the program;
- Supervise team members;
- Assist in chaperoning all teen participants at Georgia Teen Institute;
- Participate in the team's action planning process;
- Participate in ALL scheduled activities;
- Role model enthusiasm, cooperation, encouragement and respect for the opinions and capabilities of all participants;
- Continue to be involved with the team after Georgia Teen Institute;
- Refrain from using alcohol, tobacco and other drugs during Georgia Teen Institute;
- Follow and uphold the Georgia Teen Institute Technology Policy; and
- Stay on campus at all times.
- NOTE: The first meal provided is lunch on Day 1. The last meal provided is lunch on Day 4.

We hope you decide to become a part of the Georgia Teen Institute experience!

REGISTRATION DEADLINE: April 8 at 5 pm

FOR MORE INFORMATION:

Call Sarah Stokes at 678-377-4136, email sarah@guideinc.org or visit www.georgiati.org.

2016 Georgia Teen Institute * Adult Advisor Registration Form

Our team will attend (check ONE): *Week 1 (June 14-17)* *Week 2 (June 21-24)*

Team Name _____

Name _____ Title _____

Address where you would like to receive GTI mailings _____

Cell Phone _____ Work Phone _____

Email Address _____

This will be used for Georgia Teen Institute purposes only.
The registration confirmation and communication for the 2016 program will be sent to this email address.

T-shirt Size S M L XL XXL XXXL XXXXL

Demographics for Grant Reporting Purposes

Race/Ethnicity: _____ African American _____ Caucasian _____ Hispanic _____ Asian
 _____ Native American _____ Multi-Racial _____ Other: _____

Birth Date: _____/_____/_____ (MM/DD/YY)

List any special dietary or physical needs: _____

List any medications being taken, illness(es) being treated or other information needed in case of an emergency:

Emergency Contact _____

Relationship _____ Phone Number _____

Statement of Commitment: I have read the Adult Advisor Roles and Responsibilities and understand generally what is expected of these volunteers. I also understand that Georgia Teen Institute is an alcohol, tobacco and other drug free experience for all participants. I am interested in participating in the 2016 Georgia Teen Institute with the youth from our school (or organization) and agree to follow these guidelines, including the Georgia Teen Institute Technology Policy, to the best of my ability. I give GUIDE, Inc. permission to take photos, record video and use quotes from Georgia Teen Institute to be used for promotional purposes.

Signature of Adult Advisor

Date

2016 Georgia Teen Institute

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Youth Participant Information

Our team will attend (check ONE): *Week 1 (June 14-17)* *Week 2 (June 21-24)*

PARTICIPANTS AGREE TO:

- Stay the entire length of Georgia Teen Institute;
- Work with their teams to develop action plans;
- Remain alcohol, tobacco and other drug free during Georgia Teen Institute;
- Continue to be involved in prevention and service activities after Georgia Teen Institute;
- Attend and participate in all scheduled activities; and
- Follow all rules and regulations established by Georgia Teen Institute including the Georgia Teen Institute Technology Policy.

WHAT TO BRING:

- Bedding and Towels: Sheets and blankets or a sleeping bag for a twin bed, a pillow, towels and wash cloths.
- Casual Clothes: Shorts, t-shirts, tennis shoes, jeans, a lightweight jacket or sweater and swimwear. No bikini-type swimwear is allowed, and cover-ups and shoes must be worn to and from the pool. (Recreational options include swimming and basketball; participants are encouraged to bring appropriate clothes and shoes for these activities.)
- Miscellaneous: Soap, toothbrush, toothpaste, shampoo, other personal toiletries, rain gear, alarm clock, flashlight, paper, pen or pencil.
- Optional: Flip flops for the shower, a bucket to carry shower items and t-shirts from your club or school team.
- Extra Money: The registration fee covers all lodging and meal expenses. While we suggest that you not bring much cash with you, the GTI store will have some souvenirs. Store items range from 25 cents to \$30. The campus bookstore will also be open.

WHAT NOT TO BRING:

Laptop/notebook computers, iPads, tablets, two-way radios, skateboards, knives, firearms or weapons of any kind (including water battle arms), tobacco or alcohol products, unprescribed or illegal drugs, fireworks, TVs, microwaves, coolers or valuables. If you bring valuables, you will be responsible for their safekeeping. GUIDE, Inc., Georgia Teen Institute and Oxford College will not assume responsibility for any items that are lost, stolen or damaged.

GTI Location: Oxford College, Oxford, GA

Registration is from 9:30 – 11:30 am on Day 1; check out on Day 4 is at 1 pm.

Breakfast on Day 1 and dinner on Day 4 are on your own.

FOR MORE INFORMATION:

Call Sarah Stokes at 678-377-4136, email sarah@guideinc.org or visit www.georgiati.org.

Georgia Teen Institute Technology Policy

Georgia Teen Institute (GTI) recognizes that more and more frequently, our lifestyles include using cell phones, tablets and other devices on a regular basis. For this reason, in 2014, GTI established a new technology policy that encourages healthy and safe use of these items while at GTI.

Attending GTI gives youth participants a chance to experience a week on a college campus, learn new and exciting things and make new friends. Our busy schedule affords little time for using technology. However, youth and adult participants will be encouraged to use technology for social media during specific sessions during the week. Though we have chosen to embrace social media, bringing a cell phone, tablet or other device is not a requirement to come to GTI, and parents/guardians can decide whether their youth may participate. Parents/Guardians who decide to allow their youth to bring technology should know that GUIDE, Inc., GTI and Oxford College are not responsible for lost, stolen or damaged items.

Youth participants who bring cell phones, tablets or other devices to GTI must turn them in to their respective Adult Advisor during registration. The device(s) will be available for youth to check out and use at designated times. Adult Advisors may specify a time either in the morning or evening during time in the dorm that youth participants may use their devices. GTI supports the decision made by the Adult Advisor as long as the devices are collected and youth are under the supervision of the Adult Advisor at all times while the devices are in use.

Please know that by limiting use of technology, we are not trying to prevent parents/guardians from contacting their youth or vice versa. Rather, we are trying to keep the youth safe. The majority of camps still do not allow cell phones. Camps and youth conferences across the country are dealing with lawsuits and hurt feelings, and some are even faced with shutting their doors because youth bring cell phones and then do youth-like things with them in the camp setting (e.g., take pictures of people in towels or changing clothes; send bullying texts, IMs, etc. to others in the program; make plans to meet up with someone after hours; or lose their phones), and we are trying to avoid these issues at GTI. We do not want these types of issues to be a part of the GTI experience, though we do want to support current trends by providing the opportunity to engage in structured use of technology.

With this recent addition to our program, our hope is to provide an opportunity to the young people we serve to engage with GTI on various social media platforms while reminding them to continue to make safe and healthy choices in all aspects of life. We encourage all of those interested in seeing what we are doing at GTI to visit our website and social media channels:

www.georgiati.org	www.guideinc.org/blog	www.facebook.com/guidegti	www.instagram.com/guidegti
www.pinterest.com/guidegti	www.youtube.com/guidegti	www.twitter.com/guidegti	

At GTI, in an effort to keep everyone safe, healthy and focused on having a positive experience, we will not tolerate:

- Use of cell phones, tablets or other devices during any session unless specifically designated as a time to engage with GTI's planned social media efforts;
- Use of cell phones, tablets or other devices during free times without supervision by Adult Advisors;
- Photographs, videos, emails, text messages or social media posts that are considered to be offensive, negative, hurtful or explicit toward other participants;
- Photographs, videos, emails, text messages or social media posts that are considered to be offensive, negative, hurtful or explicit or could defame GUIDE, Inc., Georgia Teen Institute or Oxford College;
- Participants having a username or handle that is considered to be offensive, negative, hurtful or explicit;
- Participants under the age of 18 connecting with GTI Staff members over the age of 18 on any social media channel (i.e., friending, following, subscribing, etc.).

The technology policy will be strictly enforced, and we ask that all youth and adult participants adhere to this policy. Consequences for noncompliance to the policy may range from confiscation of the device until the end of the week to immediate dismissal from the program. It is at the GTI Director's discretion to determine the consequence resulting from the infraction.

2016 Georgia Teen Institute * Parent Consent/Release Form

THIS FORM MUST BE COMPLETED AND SIGNED BY A PARENT/GUARDIAN BEFORE RETURNING TO GUIDE.

RELEASE, WAIVER AND INDEMNIFICATION

The undersigned and his/her parent or legal guardian, if the participant is under the age of 18 years, do hereby execute this release, waiver and indemnification for himself/herself and his/her heirs, successors, representatives and assigns and hereby agree to represent as follows:

The undersigned release Oxford College, GUIDE, Inc., Georgia Teen Institute and Gwinnett County and their officers, employees and agents from any and all liability, loss, damage, costs, claims or causes of action including, but not limited to, all bodily injuries and property damages arising out of the sole negligence of Oxford College, GUIDE, Inc., Georgia Teen Institute or Gwinnett County.

The undersigned further agree to indemnify and hold harmless the said above from any and all liability, loss, damage costs, claim or causes of action, including attorney's fees and witness costs, arising out of the undersigned's participation in Georgia Teen Institute.

The undersigned further give permission for the participant to take part in a survey used to evaluate the program and to be photographed, videotaped and/or quoted during Georgia Teen Institute to be used for promotional purposes. The undersigned also agree to follow all rules and regulations, including the GTI Technology Policy.

Signature of Participant

Date

Signature of Parent/Guardian

Date

AGREEMENT AND CONSENT FOR TREATMENT

This is to certify that I, the undersigned parent or guardian, hereby consent to and authorize the administration and performance of all needed medicines, surgical treatment and the administration of any anesthetic which, in the opinion of the attending physician, may be necessary and advisable in the event of any medical emergencies regarding my son/daughter. It is understood that efforts shall be made to contact the undersigned prior to rendering emergency treatment to the patient.

Parent/Guardian Printed Name

Parent/Guardian Signature

Date

Home Phone _____ Other Phone _____

HEALTH INSURANCE AND EMERGENCY CONTACT INFORMATION

Health and Accident Insurance Provider _____

Group Number _____ Policy Number _____

Emergency Contact _____

Relationship _____ Phone Number _____