



Vision Care Camp Rules for Overseas Participants

1. Application Deadline

- 1) Volunteers may submit their applications up to 6 months prior to the start of each camp. Deadline for volunteers will be 2 months before each camp starts. In regards to medical staff, we try to complete recruitment 4 months prior to the start of each camp due to additional matters that require attention, including permits and visas.
- 2) Vision Care always welcomes voluntary medical staff. In regards to the general volunteers including students, we try to limit the number of volunteers to 25 per camp. Anyone with prior experience and/or special recommendations will be given priority.
- 3) Student volunteers must be of 15 years of age and otherwise require accompaniment by an adult chaperone.
- 4) Volunteers who have been selected to participate must provide their names (both in Korean and English), E-mail address, and contact information in order to save their spots.

2. Airfare

- 1) Volunteers must purchase their own airline tickets. However if you would like a “donation receipt” (tax-deductible receipt) for your participation, you must purchase your tickets through our designated travel agency. More information can be obtained through camp coordinators.
- 2) We ask the volunteers departing from the same area (i.e., LAX airport) to board the same flights due to scheduling and freight considerations. Any individual schedules are forbidden during the duration of the camp.
- 3) If you need special accommodation regarding your flight schedules, the volunteers have to pay all additional fees (i.e., hotels, connecting flights, transportation costs, etc).
- 4) Conditions for purchasing airline tickets:
 - (1) For your own convenience and safety of equipments select direct flights that have the shortest travel duration.
 - (2) Flights that depart Saturday evenings are ideal for our camps which begin on Mondays.
- 5) Traveler’s insurance should be purchased individually by the volunteers and Vision Care highly recommends doing so to prepare for any unexpected happenings.

3. Costs (Fees)

- 1) The Camp fees collected by Vision Care includes everything except the airfare. These fees will cover volunteers’ expenses including food, shelter, transportation and medical supplies. Any remaining funds will be donated directly to the Vision Care organization.
- 2) The cost of each camp will be determined according to the country/region and will be no less than \$700, but no more than \$1,000.



- 3) All volunteers are subject to this fee and it must be paid in full prior to participating in the first meeting.
- 4) If a volunteer happens to cancel for any unforeseen circumstances, Vision Care will provide a full refund up to 2 weeks prior to start of each camp. After this deadline, any paid fees will be donated to the foundation.
- 5) Waive Camp Fees: For those volunteers requiring special consideration, please contact the camp coordinators.
- 6) Vision Care is a registered 501 (c) (3) nonprofit organization. All camp fee will be issued tax receipts.

4. Hotels

- 1) Volunteers will be assigned doubles (2 people per room). At times of excess volunteers, they may be asked to share a triple (3 people per room).
- 2) Hotel reservations will be complete 1 month prior to start of each camp and we prefer to reserve hotels that accept credit cards as a form a payment (we try to avoid using cash as a form of payment at all times).

5. Meeting

- 1) For every camp, we meet twice prior to departure and require that every volunteer attends both meetings especially if you are new to Vision Care. During the first meeting, we will provide information regarding the foundation itself and our past endeavors. During the second meeting, we will provide more detailed information regarding the current camp (i.e., location, role assignment, etc).
- 2) Exception to meetings: Volunteers who have attended 2 or more Vision Care Camps and/or licensed medical volunteers may be excused from attending these meetings.
- 3) Camp fees, applications and liability forms are all due during the first meeting. All required documents are available on our website (www.visioncarewest.org).

6. Camp Rules - Individual schedules/actions are prohibited

- 1) Volunteers must complete the tasks they are assigned. Volunteers should speak with the camp reader when facing any difficulties.
- 2) We forbid any individual activities. Volunteers may not leave the camp site (hospital) or the hotel (shelter) without consent of a camp reader under any circumstances.
- 3) If a volunteer is ill or injured, he or she must report directly to a camp reader for assistance.

7. Vaccination

- 1) All overseas travelers must check with their primary care physicians to verify vaccination requirements well in advance of departure. The Center for Disease Control website,



wwwnc.cdc.gov, provides the guidelines and additional information about the required vaccinations.

8. The Responsibilities of a Student Volunteer

- 1) If a student volunteer is unable to attend meetings prior to the camp, he or she must study the powerpoint slides and provide a 2 page summary showing sufficient understanding of the content.
- 2) Upon completion of each camp, we ask every student volunteer to submit a 1 page (letter size) essay reflecting on their experiences. Student Volunteers are encouraged to include pictures with their reflection which should be submitted jennyjisunlee@gmail.com, prior to the reunion meeting.

9. Reunion

- 1) The date/location of each reunion meeting will be announced in advanced. Considering that reunion meetings are also a part of the group schedule, we encourage everyone who participated in the camp to attend.
- 2) Vision Care will hand out participation certificates and tax deductible receipts during the reunion meetings.

I HAVE READ AND UNDERSTAND THIS AGREEMENT, AND I ACCEPT AND AGREE TO ALL OF ITS TERMS AND CONDITIONS. I ENTER INTO THIS AGREEMENT VOLUNTARILY, WITH FULL KNOWLEDGE OF ITS EFFECT.

Signature of participant (or student’s parent/guardian if under 18):

Signature: _____

Date: _____