



***RSCM-2016 Carolina Course for Girls and Adults
June 27-June 3, 2016***

Dear Staff Member:

Included in this packet are forms required for **ALL** staff for the *RSCM Carolina Course for Girls & Adults* held June 27-July 3, 2016.

Please fill out the following forms and send them to the Course Registrar:

Adult Application— Photo Release—Travel Information—Self-Declaration.
The two reference forms need to be given to the appropriate people with an envelope addressed to the registrar at the address below.

The Self-Declaration needs to be filled out each year; however, the **reference forms are valid for three (3) years.** If we already have yours on file from 2014 or 2015, you do not need to complete them for 2016.

Mr. Stephen Gourley, our Course Safety Officer, will make contact with you concerning your safe church status. He is able to set up the online training for you if necessary. Safe Church Training must be completed within the last 3 years.

If you have any questions, please do not hesitate to contact me.

The adults and staff will reside at the Doubletree Hotel on Hillsborough Street close to Saint Mary's School. It is a short walk and your meals are provided at the campus.

We look forward to having you with us this summer for a week of beautiful sacred music and fun!

Marilyn Neely
Registrar
1765 W Pennsylvania Ave
Southern Pines, NC 28387

registrar@carolinarscm.org



**RSCM Carolina Course for Girls & Adults
June 27-July 3, 2016**

Staff Application

Name: _____
Last First Middle Name you wish to be called?

Address: _____

Phone: _____ / _____ / _____
Home cell Email address

Emergency Contact: _____
Name Phone Numbers

Special dietary needs or medical concerns: _____

Which part are you able to sing? Alto _____ Tenor _____ Bass _____ (Adult women sing Alto)

T-Shirt Size: _____

Church Name and Address: _____

Choir Director: _____ Phone: _____ Email: _____

I certify that the proposed staff member listed above is in good standing in our choir, that s/he works appropriately with children and youth, and that s/he has the recommendation of his/her choir director **and/or** minister.

Choir Director/Minister

Date

Staff members must complete the Self Declaration Form and have two reference forms on file. Reference forms received in 2014 or 2015 will be valid for 2016. Safe church certificates must be dated 2014 or later. Room and board and T-shirt are provided. Please send ALL forms to the Registrar.

**Mail to: Marilyn Neely, Registrar
1765 W Pennsylvania Avenue | Southern Pines NC 28387**



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Photo/Media Release

I grant to the Episcopal Diocese of North Carolina, RSCM America, RSCM International and the RSCM Carolina Course for Girls and Adults - 2016 the right to take, copyright, and publish photographs, audio, or video footage of me in print and/or electronically. This release is also to include the websites and/or Facebook pages of said entities.

I agree that The Episcopal Diocese of North Carolina, RSCM America, RSCM International and RSCM - Carolina Course for Girls and Adults may use such photographs and recordings as publicity, or advertising to further their ministries and musical activities, and I waive any right to compensation, royalties, or ownership.

Participant's name_____

Signature

Date

***Please mail this form to: Marilyn Neely, Registrar
1765 W. Pennsylvania Avenue | Southern Pines, NC 28387***



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Travel & Roommate Request

Participant's Name _____

*Please plan to arrive at Saint Mary's School
before 5 pm Monday, June 27, 2016*

Arrival to and Departure from Course:

I will be arriving and departing by: Car _____ Plane:* _____ Other: _____

*Arrival: Airline _____ Flight # _____

Date: _____ Time: _____

Participants will be met at baggage claim at the **Raleigh-Durham International Airport (RDU)**

*Departure: Airline _____ Flight # _____

Date: _____ Time: _____

***Please arrange airline departures for no earlier than 7:15 pm on Sunday
from the Raleigh-Durham International Airport (RDU).***

ROOMMATE REQUEST:

If you have a roommate choice, please list your choice below and we will attempt to assign roommates accordingly.

Roommate Choice 1: _____

Roommate Choice 2: _____

***Please mail this form to:
Marilyn Neely, Registrar
1765 W. Pennsylvania Avenue | Southern Pines, NC 28387***