

# Registration policy for the Hearts Aflame Catholic Summer School

1. Registrations will only be accepted from applicants aged 18 to 35 years of age.
2. Applicants who fall outside of the age range mentioned in clause 1 will be considered only if they meet any one or more of the following criteria:
  - a. *They are under the age of 18 AND they have already left high school to take up employment or tertiary study.*
  - b. *They are a seminarian, or a religious novice, etc.*
  - c. *They have not attended a Hearts Aflame Catholic Summer School before and they come with a special recommendation from a parish priest, religious superior, youth group leader, DRS or other competent person in a recognised leadership position.*
  - d. *There is some other extenuating circumstance(s) which would mean that the Hearts Aflame Catholic Summer School would be necessary to help to meet an important spiritual/formational need for the applicant (i.e. a person hoping to participate in, or who has involvement with N.E.T., the C.D.C., etc), AND they come with a recommendation from a reliable source (i.e. a priest, or staff member of a recognised Christian ministry or organisation ).*

*Only when an applicant meets one or more of these criteria will their application be considered, and if their registration is accepted, such acceptance will only be valid for the Hearts Aflame Catholic Summer School that they are applying to attend, and they will be required to meet at least one of these same criteria anew for any future Hearts Aflame Catholic Summer Schools they apply to attend.*

*No applicant(s) who are younger than 17 years of age will be considered.*

3. Applicants under the age of 18 who are still living at home at the time of application will be required to provide a signed letter from a parent or guardian which clearly states that the parent or guardian gives permission for the applicant to attend the Hearts Aflame Catholic Summer School.
4. Hearts Aflame Catholic Summer School is a ten day event, and ordinarily registrations will only be accepted from applicants who intend to be present for the entire ten day duration of a Hearts Aflame Catholic Summer School. Any applicant who intends to be present for less than ten days of a Hearts Aflame Catholic Summer School must have extenuating circumstances for doing so, and such cases will be considered only on a case by case basis (such applicants will be put on a waiting list until the official closing date for registration lapses – if the Hearts Aflame Catholic Summer School reaches capacity numbers before that closing date then preference will be given to applicants who have registered before the official closing date, AND who have registered for the entire ten day duration of the Hearts Aflame Catholic Summer School).
5. Hearts Aflame Catholic Summer School is a live-in event and without extenuating circumstances registrations will not be accepted from applicants who do not intend to stay on site at a Hearts Aflame Catholic Summer School. Any applicant who believes that they have good cause to stay off site will be considered on a case by case basis, and such applicants will still have to pay for all meals, plus an administration fee and any other resource costs they will incur during the Hearts Aflame Catholic Summer School.
6. Applicants who have contravened rules at a former Hearts Aflame Catholic Summer School(s), or who, without some sort of agreement with the planning team, have deliberately not paid in full for a previous Hearts Aflame Catholic Summer School(s) may have their registration declined if the planning team deems that the former infractions were serious, and that declining the applicant's current registration is the only effective way to address such issues.

7. Excluding cases of emergency or exceptional circumstances; the registration deposit fee quoted on the official registration form is non-refundable after the 1<sup>st</sup> of December which immediately precedes the next Hearts Aflame Catholic Summer School.
8. Excluding cases of emergency or exceptional circumstances; if an applicant who has paid in full cancels their registration at any time prior to the Hearts Aflame Catholic Summer School, any refund they receive will not include the deposit fee quoted on the official registration form.
9. If an applicant willingly leaves the Hearts Aflame Catholic Summer School anytime after the event has begun, any refund they receive will not include the standard annual administration fee, accommodation costs, meal costs, or other resource costs that they have already incurred at the Hearts Aflame Catholic Summer School.
10. If a participant is asked to leave a Hearts Aflame Catholic Summer School, any refund they receive will not include the standard annual administration fee, accommodation costs, meal costs, or other resource costs that they have already incurred at the Hearts Aflame Catholic Summer School.
11. The Hearts Aflame planning team reserves the right to decline the registration of any applicant(s) if they feel that it would not be in the best interests of the Hearts Aflame Catholic Summer School, of one or more other participants, or of the applicant themselves if they were to attend the Hearts Aflame Catholic Summer School.
12. The Hearts Aflame planning team reserves the right to decline the registration of any applicant whose registration breaches any of the clauses mentioned in this registration policy.