

2023 MCNS Summer Camp Registration – FAQs

APPLICATION

Q: How do I apply to the MCNS Summer Camp Program?

A: All applications must be submitted online.

Q: Where do I obtain an application to the MCNS Summer Camp Program?

A: If your child is currently enrolled at MCNS for the 2022–23 school year, you will receive an email with a link to the application and password. The link will be active on February 7th from 6:00 a.m. to 8:00 p.m.

If the applicant has an alumni relationship with the school (sibling, parent or grandparent graduated from MCNS including 2022-23 graduates), is enrolled for the 2023-24 school year, a member of Mamaroneck United Methodist Church or an MCNS Camp Alumni, **you must contact the school and request an application to receive an email with the link** to the application and password. The link will be active on February 8th from 6:00 a.m. to 8:00 p.m.

If you do not fall into any of these categories, you may obtain the link to the application at www.mcnschool.org. The application will be available on the homepage of our website on February 9th at 6:00 a.m.

Q: When will I receive the email with the password and link to the application?

A: The Director will send an email with the link to the application and password, as well as other information concerning registration, on **February 2, 2023** to current MCNS families. Families with children enrolled for the 2022-23 school year, MCNS alumni or church member that have requested it will receive the link to the application and password on **February 3, 2023**.

Q: What are the requirements for enrollment submission?

A: There are two main components to the registration process: the application and the payment. Your application will not be considered complete unless you have submitted both. The registration payment consists of the **non-refundable Application Processing Fee of \$35.**

A Tuition Deposit of \$250 is also required for camp applicants.

The Application Processing Fee and Tuition Deposit must be paid via a PayPal account or credit/debit card (Visa, MasterCard or American Express). You will be directed to make these payments immediately after the online application is submitted.

Q. How does MCNS determine which group my child will be placed in?

A: MCNS endeavors to accommodate each family's scheduling preferences. Unfortunately, because of the large number of applications we receive and the limited number of spaces we have open, we simply cannot accommodate every applicant's preferred schedule. In order to place as many students as possible in the fairest way possible, several factors are considered when placing students. An outline of the placement process is as follows:

- Applicants are divided into one of three groups based upon an applicant family's relationship with the school: (1) families with children currently enrolled at MCNS for 2022-23 school year; (2) children enrolled for the 2023-24 school year, alumni families, including camp alumni and members of Mamaroneck United Methodist Church; and (3) the general public. **Those applicants in the first group and second group applying for the seven-week camp program are placed first.** Those applicants from the first group that are applying for three-week or four-week camp programs are placed next, followed by those in the second group applying for the three-week or four-week camp programs. Those in the third group are placed next, with preference given to those applying for the seven-week camp program. For more information on grouping applicants, please see below.
- The school also considers the applicant's needs, the makeup of each camp group and the ages of those applying to and attending the school when placing an applicant.

Q: When do I apply to the 2023 MCNS Camp Program?

A: There are **THREE** registration periods:

- **Day 1** registration for Group 1: Group 1 includes *families currently enrolled at MCNS for the 2022-2023 school year*.
- **Day 2** registration for Group 2: Group 2 includes families who do not have any children currently enrolled but who are: *children enrolled for the 2023-24 school year, alumni families* (applicants with siblings, parents, and/or grandparents who graduated from MCNS), *camp alumni or members of Mamaroneck United Methodist Church*.
- **Day 3** registration will be open to the public (Group 3).

The registration dates for each Group for the 2023 MCNS Camp Program are as follows. Note that Group 1 and Group 2 will maintain their respective priority placement status until 8:00 pm February 8th, 2023, after which any such applicants will be treated as Group 3 for application purposes.

Registration Dates for Camp

- **Group 1** - Tuesday, February 7, 2023 at 6:00 am - 8:00pm
- **Group 2** - Wednesday, February 8, 2023 at 6:00 am - 8:00pm
- **Group 3** - Thursday, February 9, 2023 at 6:00 am

Q: What is the deadline to apply to the MCNS 2023 Camp Program?

A: Registration remains open throughout the 7 weeks of camp. However, the programs fill up extremely fast and one factor in determining class placement is when the application is submitted.

Additionally, all applications submitted after February 8, 2023 will be treated the same as the general public, even for members of Group 1 and Group 2, and no credits will be awarded on or after that date regardless of qualifiers.

Accordingly, **we strongly encourage you to submit your online application at the earliest date and time possible based on your registration group.**

Q: What are credits and how are they applied?

A: Applications within Groups 1 and 2 are sub-grouped according to our credit system. Applications are awarded **one credit** for each of the following qualifiers (**maximum 2 credits**), with those applicants assigned more credits placed ahead of those with fewer credits:

- **1 credit** (maximum) if that child has one or more sibling(s) also registering at MCNS for the 2023 Summer Camp Program
- **1 credit** (maximum) if that child has one or more siblings graduating from MCNS in 2023, alumni relation(s) with MCNS (sibling, parent or grandparent) or is a camp alumnus

Please note that regardless of the number of credits assigned, **those in Group 1 and Group 2 registering for the seven-week camp program are placed first**. Further, regardless of credits, those in Group 1 applying for three-week or four-week camp programs are placed before those in Group 2 applying for the three-week or four-week camp programs, and those in Group 2 applying for the three-week or four-week camp program are placed before Group 3. Within Group 3, preference is given to those registering for the seven-week camp program. After 8:00 p.m. on February 8, 2023 no credits will be awarded, regardless of qualifiers.

Q: What is the significance of the time stamp?

A: The time stamp is considered when placing applicants. Applicants in the same sub-group with the same number of credits are ordered by application date and time. Earlier times are given preference.

Accordingly, **we strongly encourage you to submit your online application at the earliest date and time possible based on your registration group.**

Q: Will I have confirmation of the time stamp?

A: Time stamps are applied electronically to the hour, minute and second at the time that the online application is submitted and before you are redirected to make your payment by PayPal. The time stamp is automatically sent to the Director for internal use only. Time stamps will not be shared with applicants.

Q: Is there anything besides the seven-week program, group category, credits and the time stamp that are used to determine class placement?

A: When placing an applicant, the school retains the right at all times to take into consideration various other factors, including but not limited to the needs of the applicant, the make-up of each camp group, and the ages of the campers applying to and enrolled at the school. Directors must retain discretion in making placements for the benefit of each child, each group and the program as a whole.

Q: When will I know if my child has been accepted?

A: Applicants will be notified in **late-February/early-March** of the program day and time to which they have been placed. Applicants will **not** be notified of their specific camp group placement at this time. We do our best to accommodate your scheduling preference; however, it is not guaranteed due to restrictions on group sizes.

Q: How long do I have to make a decision about accepting a spot?

A: Once your application is submitted and we send you the notice of placement the spot is considered accepted and withdrawal procedures apply.

Q: How does the school determine which camp group my child will be in for the summer?

A: When assigning your child to a group, the Directors take into consideration your child's birthday. For returning students, every effort is made to place campers with at least one peer or former classmate. **Summer group placement has NO bearing on fall 2023 class placement.**

Q: When will I know what camp group my child is in?

A: Group placements cannot be confirmed until summer camp groups are finalized in mid to late May. At that time, a letter will be mailed to you from the school indicating your child's camp group placement. Please note that in order to accommodate as many applicants as possible and to keep the groups as 'level' as possible in both sessions, campers registered for the 7-week session may be moved into another classroom for the July session.

Q: What if I decide not to attend or need to pull my child out of camp before the end of camp session?

A: If I am not placed in one of my preferred sessions, I understand that my \$250.00 deposit will be returned to me and my child may be placed on the waiting list.

I understand that if my child is placed in my preferred session, the \$250.00 deposit shall not be refundable and further, by submitting this application, I shall be responsible for the additional tuition owed for the session selected.

I will receive an invoice for the remainder of the tuition, which will be due by Friday May 5, 2023. If tuition is not received at this time, I risk losing my child's spot.

If, after receiving my notice of placement, I choose to withdraw my child, I must do so in writing. I understand that there will be a \$75.00 withdrawal-processing fee for withdrawal from any session.

I further understand that the tuition owed will not be reduced or refunded until a replacement camper is secured. Any refund shall be prorated to satisfy the time the child attended the summer program.

If I select the 7-week program as my preference and later switch to the three-week or four-week program, I understand that I may lose my placement priority and risk losing my child's spot.

Q: What happens if I am on a wait list?

A: The school will contact you if and when a spot opens up for your child. At that time, you may accept the spot and enroll your child or you may decline the spot.

Q: Can I add additional days during the camp program?

A: Yes, if there are open spots in your child's group, you can contact the Director(s) and ask to add additional days. Please note however, that many of our programs are full so it may be impossible to add additional days during the summer.

GROUPS/PROGRAMS

Q: What programs are offered?

A: We will be offering a 7-week Summer Camp in June and July. This will include programs for children who are enrolled in our Bumble Bees, Butterflies or Ladybugs (toddlers) and children eligible for our 3-5 year old preschool programs. This also includes new families that are registered for the 2023-24 school year.

Q: Is my Bumblebee, Butterfly or Ladybug eligible for the full day options?

A: Children currently enrolled in the toddler classes are eligible for the full day options.

Q: What are the days & times for the MCNS Camp Program?

A: Information regarding days and times for our Camp Program can be found on the MCNS website (www.mcnschool.org) in the Forms section at the link for 2023 Camp Programs and Tuitions.

Q: If my child stays for the morning session only at Camp, can they be picked up after the lunch session?

A: We are not offering a Lunch Bunch option this year for our campers.

Q: What are the group sizes? How many teachers are in each group?

A: The ratio of teachers to children varies by age.

- for the two's program, 1 teacher to 5 children (class size can range from 7 children to 8 children)
- for the three's program, 1 teacher to 7 children (class size can range from 13-15 children)
- for the fours/five's program, 1 teacher to 8 children (class size can range from 15-20 children).

There is a head teacher and an assistant teacher in each classroom. We also hire high school and college students as counselors and CIT's to assist in each room.

TUITION/PAYMENT

Q: What is the tuition?

A: Information regarding days and times for our Camp Program can be found on the MCNS website (www.mcnschool.org) in the Forms section at the link for Camp Programs and Tuition.

Q: What is the tuition payment schedule?

A: For families who enroll at the Summer Camp, a \$250 tuition deposit is required when you submit your application. The remainder of the tuition must be paid in full by May 5, 2023.

Q: Are any of the fees that are submitted with the application refundable?

A: The \$35 Application Processing fee is **not** refundable. The \$250 tuition deposit that is required at the time you submit your application will be refunded **only** if the school does not offer you one of the Program Choices selected on your application. If the school offers your child one of the Program Choices requested, and you do not to accept the spot, the \$250 will **not** be returned.

Q: Do you offer any tuition or financial assistance?

A: There is a 10% tuition reduction for a second and third child from the same family enrolled in a program at summer camp. All reductions are on the lowest tuition.

Q: Do I have to pay the application fee and deposit via PayPal? What if it doesn't work?

A: You must pay the application fee via your PayPal account or via your credit card. If it does not work, please contact PayPal directly for technical assistance. You can also contact the school to make us aware of your PayPal issues. Note that your time stamp is registered when you submit your application form, not when you complete payment.

Q: What if I don't have a PayPal Account? Can I drop off my payment to the school office?

A: All required application payments (\$35 application fee and \$250 tuition deposit) must be made online during the application process. If you do not have a PayPal account, you can pay the application fee and tuition deposit via your credit card (Visa, MasterCard and American Express are accepted).

TECHNICAL

Q: I can't submit my application, what do I do?

A: Please try clearing your browser history cookies and cache, then try again. If you are still having trouble, try using a different browser, but first clear the browser history cookies and cache before trying again.

Q: What if I made a mistake on the form?

A: If the mistake is on a previous page, please use the Previous Button on the bottom of the form. Do not use the back button on your browser to return to the previous page to change the answer or selection.

Q: What if I accidentally submitted and did not complete the application?

A: Do not proceed with the Payment section of the application process. Close your browser tab, clear your browser history cookies and cache. Access the application link again and start over.

Q: My payment wasn't accepted, what do I do?

A: Please retry with another payment method. PayPal also accepts credit card payments in addition to instant PayPal Account payment type. If you are still unsuccessful, please contact PayPal and find out why the checkout cannot be completed.

If you are experiencing technical difficulties with PayPal during the registration process, you can also contact the school. Note that your time stamp is registered when you submit your application form, not when you complete payment.

Do not push the back button to go back to your form if you are having difficulty with PayPal. Your form is already submitted at that point.

Q: Can I fill out my form in advance and save the information?

A: Unfortunately, the application is not available outside the noted enrollment periods.