Registration Checklist

Congratulations! You are on your way to enrolling into Hampton University's Young Diplomats Program. Please read the list in its entirety and check off the items as they are completed prior to your arrival on Sunday, July 21, 2013!

____1. **Complete** the Registration Form. Early registration is $600 if paid by June 14, 2013. The registration deadline is **June 3, 2013**.

____2. **Call in your credit card payment(s) or mail** your payment (s) to the Assessment Center (757) 727-5913. Payment arrangements can be made through the Assessment Center. Our mailing address is as follows: Assessment Center, Hampton University, Armstrong-Slater Building, First Floor, Hampton, VA 23668. Payroll deduction is available for all full-time Hampton University employees.

No personal checks! This will delay the application process. You may make a credit card payment via phone immediately and online beginning April 2013. You may mail in cashiers and certified checks and money orders anytime. Please include students' name, and indicate "Young Diplomats", on cashiers' and certified checks, and money orders.

____4. **Send** completed **Application for Summer Program Participation** form (medical form) to the Assessment Center not later than June 3, 2013. *Please note that the Commonwealth of Virginia's requirements for immunizations may differ from your student's state requirements.* Should you have any questions about immunizations, please contact the Student Health Center at (757) 727-5315.

____5. **Submit** Student Interest Survey and Medical Consent Form. Forms will be made available on March 15, 2013.

____6. **Complete** Polo shirt order form which includes your shirt size. Please note that one shirt is included in your registration fee and that the sizes are considered to be adult unisex sized shirts. You may order additional shirts, if desired.

____7. **Pay** all necessary fees to be financially cleared. For payment information call the Assessment Center (757) 727-5913.

____8. **Bring** all Young Diplomats correspondence and additional fees on **Sunday, July 21, 2013**. Additional fees: snacks, trip, and spending money.

We look forward to seeing you on July 21st!