



Kutztown University Policy STU-010

Fall Sports Camps

A. Purpose

To provide housing for student athletes and coaches of the Kutztown University fall sports training programs. The time frame is from early August through opening day Fall semester.

B. Scope

The Kutztown University teams involved in the fall training camp include men's sports (football, cross country) women's sports (cross country, field hockey, volleyball, and soccer) and cheerleaders.

C. Definition(s)

D. Policy and Procedure(s)

Initial contact is made with the Kutztown University Athletic Director in mid to late May by the Housing and Residential Services staff concerning location and dates and time of arrival and departure.

A letter is sent mid-summer to the University Athletic Director outlining the location of the sports camp, as well as the following items:

- a. Number of participants.
- b. Contact person in case of emergencies.
- c. Room rosters (male and female designations).
- d. Pre-check-in picking up of room keys, blank room rosters and housing contracts from the Housing and Residence Life Office.
- e. Check-in TBD, with distribution of keys signing, interim housing contracts and room assignments.
- f. Post check-in - returning completed room rosters, housing contracts, unused keys and key packets two days after check-in.
- g. Check-out TBD at approximately 5 p.m.
- h. Keys and key packets are returned TBD by 10 a.m.

All items above to be completed by late July.

Policy ACA-030

E. Effective Date:

2011

F. Last Review:

August, 2011

August, 2013