

CHECKLIST FOR INTERNATIONAL CAMP STAFF PROGRAM COUNSELORS

This checklist is to be used to help International Camp Staff members complete their applications in order to be properly processed by the International Department of the Boy Scouts of America.

- NAME:** Name as it appears on your passport (be sure to include a copy of your passport) and CLEARLY LEGIBLE (typewritten if possible). This is recorded as such on the DS-2019 visa form. Nicknames are not acceptable.
- PHOTO:** Should flatter the applicant and be a good print. It does not need to be expensive, but has to be in proper taste. Camp directors are not impressed when hair and beards or mustaches are depicted as being unkempt. Facial expressions also make a difference. In uniform is always best.
- AGE:** Requirements are exact. No one beyond the age of 30 will be accepted for this program.
- OCCUPATION:** Be specific as to student or employed. Title, company, government or private industry, college, or whatever the situation has to be noted for identification with the U.S. State Department.
- SCOUT SKILLS:** Check all that apply. Be specific about these. It is easier for an individual to be accepted if they have several skills. It is harder to place someone that only has one or two skills.
- ENGLISH:** You must be able to provide results of an English language test or signed document from an academic institution or English language school. ENGLISH MUST BE **GOOD OR EXCELLENT** in order to communicate well and to understand what is said so he/she can effectively assume the responsibilities assigned.
- MEDICAL:** The medical form should be filled out completely. Tetanus is a REQUIRED immunization. If applicant arrives without the Tetanus immunization, the applicant will be required to pay for the immunization out of their own money.
- DEADLINES:** All applications must be received in the BSA office by February 15. Deadlines are important and must be respected.
- PLACEMENT:** THIS IS NEVER GUARANTEED. The camp makes the selection based on the applicants' qualifications. Acceptance of Placement form must be signed and returned before visa forms will be produced.
- TRAVEL & TOURING:** Following the completion of their program, the period defined on the Form DS-2019, the United States Citizenship and Immigration Services (USCIS) allows participants a 30-day travel period commonly referred to as the "Grace Period." During this 30-day grace period, participants are no longer in J-visa status, and are under the jurisdiction of the USCIS. The USCIS grants this period to allow participants to settle their affairs and to prepare to return to their home countries. Program participants may no longer continue and/or complete exchange activities, nor may they work. Although participants may travel in the United States, it is recommended that they do not travel beyond the borders of the United States as they may not be permitted reentry.
- VISA:** The applicant will receive two copies of their DS-2019 form to obtain a J-1 Visa. One copy will be brought to the Consulate for processing and the other copy MUST be kept with the applicant while traveling and at camp. The applicant will be responsible for the SEVIS Camp Counselor fee as well as any additional fees associated with obtaining the J-1 Visa.