

# ***Southern Kentucky Migrant Education***

## **2017 Summer Migrant KEYS Academy**

### **Checklist for Advocates**

*Please follow the checklist below in order*

Application & Permission Forms are Due Date: **Friday, May 19, 2017**

The on-line application and ALL forms must be completed and in the Regional Migrant Office by this date.

<b>Checklist</b>	<b>Completed</b>
<b>Student ILP Information (Username &amp; Password)</b>	
<b>Print &amp; make copies of the following attached documents:</b> <ul style="list-style-type: none"><li>✓ Permission Forms PDF</li><li>✓ EKU Challenge Course PDF</li><li>✓ Movie Permission PDF</li><li>✓ Forms are attached to this email and can also be found on the SEKY Migrant Website: <a href="http://migrated.eku.edu/insidelook/2017-summer-migrant-keys-academy-june-26-30-click-here">http://migrated.eku.edu/insidelook/2017-summer-migrant-keys-academy-june-26-30-click-here</a></li></ul>	
<b>Help &amp; assists parents/guardian complete ALL forms:</b> <ul style="list-style-type: none"><li>✓ Ensure ALL forms are completely filled out</li><li>✓ Ensure ALL forms are signed by parent/guardian</li></ul>	
<b>Student Email Account (Username &amp; Password)</b> <ul style="list-style-type: none"><li>✓ Help student set up an email account using aol, gmail, Hotmail</li><li>✓ Do not use school email accounts</li><li>✓ Student should know their email username and password</li><li>✓ Student should check &amp; respond to emails sent prior to camp.</li></ul>	
<b>Collect the following forms/waivers:</b> <ul style="list-style-type: none"><li>✓ Eastern Kentucky University Waiver</li><li>✓ Emergency Medical Release</li><li>✓ Photographic Consent &amp; Release</li><li>✓ EKU Challenge Course Waiver</li></ul>	
<b>Assist parents/guardians with the online application:</b> <a href="http://www.surveygizmo.com/s3/3323051/2017-Summer-Migrant-KEYS-Academy-Student-Application">http://www.surveygizmo.com/s3/3323051/2017-Summer-Migrant-KEYS-Academy-Student-Application</a> <ul style="list-style-type: none"><li>✓ The online survey can be completed and sent to parents via text &amp; email.</li><li>✓ We recommend that while you are obtaining permission slip waivers to complete the online application with the parent/guardian.</li><li>✓ The online application is simple. It should only take 7-10 minutes to complete.</li></ul>	
<b>Mail ALL student forms to the SKY Regional Migrant Office to by <b>Friday, May 19, 2017.</b></b>  SKY MEP Regional Center Att. Jeff Vincent 521 Lancaster Avenue 110 Miller Building Richmond, KY 40475	
<b>Questions:</b> If you have any trouble, please just call our office.	

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## **2017 Summer Migrant KEYS Academy**

### **Who can apply for the 2017 Summer Migrant KEYS Academy?**

- ❖ Migrant Education Students from Southern Districts
- ❖ Incoming 7-12<sup>th</sup> Graders
- ❖ We are limiting our camp to 40-50 campers

### **What is the cost of the 2017 Summer Migrant KEYS Academy?**

- ❖ Our camp is FREE for our migrant students in the Southern KY Region

### **What do students need for the 2017 Summer Migrant KEYS Academy?**

- ❖ Comfortable clothes, tennis shoes, (Change of clothes for 1 week)
- ❖ Bedding (Pillow, Sleeping Bag or Sheets)
- ❖ Shower Towel & Wash Cloth

### **The 2017 Summer Migrant KEYS Academy will supply the following:**

- ❖ Toiletries (shampoo, soap, toothpaste, toothbrush, combs/brush, etc.)

### **Closing Ceremony**

- ❖ For the 2017 KEYS Academy, we will not have a closing ceremony including parents.

### **Application Due Date: Friday, May 19, 2017**

- ❖ The on-line application and ALL forms must be completed and in the Regional Migrant Office by this date.
- ❖ Mail all permission slip forms to:  
**SKY MEP Regional Center**  
**Att. Jeff Vincent**  
**521 Lancaster Avenue**  
**110 Miller Building**  
**Richmond, KY 40475**