

Auburn University
Summer Camp Planning FAQs

Q: My unit/department is interested in conducting a camp on campus. Where should I start?

A: Review the Minors on Campus Policy and the Summer Camp Policy Manual to become familiar with University policies.

Q: Who has the lead for overall Summer Camp planning?

A: The Assistant Vice President for University Outreach is the Chair, Summer Coordinating and Scheduling Committee.

Q: I have an idea for an academic camp but don't have the staff to plan and execute the camp. How can I turn my idea into a summer youth program?

A: The Office of Professional and Continuing Education specializes in summer camps and can partner with you to produce a camp. Academic leads focus on the curriculum and we focus on camp administration and operations to include planning, marketing, registration, staffing, training, housing, and dining.

Q: Why do I have to submit a facilities request to hold a camp on campus?

A: During the summer months, many Auburn University facilities experience heavy use. The Summer Coordinating and Scheduling Committee is charged with the responsibility of scheduling these facilities to ensure that they are utilized as efficiently as possible.

Q: Does filling out a Request for Facility Use form guarantee that I will get the requested facilities on the days and times I desire?

A: No. The committee will make every effort to accommodate your requests but the final schedule will reflect what provides maximum benefit to the University. There is typically some "give and take" in the schedule build.