

Camden Military Academy

Parent Handbook And Enrollment Forms 2016-2017

**Camden Military Academy
520 Highway 1 North
Camden, SC 29020-2599
803-432-6001 800-948-6291
FAX 803-425-1020**

Email: admissions@camdenmilitary.com

CADET NAME: _____

LAUNDRY NUMBER _____

TABLE OF CONTENTS

<i>Word from the Headmaster</i>	2
<i>Word from the Commandant</i>	3
<i>Registration Times/When to Report</i>	5
<i>For Your Information</i>	6
<i>Method of Teaching</i>	
<i>Academic Concerns</i>	
<i>Dual Enrollment</i>	
<i>Study Hall</i>	
<i>Absences</i>	
<i>Homesickness</i>	
<i>Bullying/Hazing</i>	
<i>Alcohol/Drugs/Smoking</i>	
<i>Church Attendance</i>	
<i>What To Bring</i>	10
<i>Optional Items</i>	
<i>Required items</i>	11
<i>Items Not Allowed</i>	
<i>Miscellaneous Expenses</i>	13
<i>Allowance</i>	
<i>Activity Fee</i>	
<i>Laundry</i>	
<i>Trips</i>	
<i>All Payments</i>	
<i>Medical</i>	14
<i>Infirmery Hours</i>	
<i>Prescriptions</i>	
<i>Health Insurance (required)</i>	
<i>Immunizations</i>	
<i>Annual Physical/TB test</i>	
<i>Non-school related emergencies</i>	
<i>Transportation</i>	16
<i>Amtrak/Airport/Bus Shuttle Charges</i>	
<i>Contact/Itineraries</i>	
<i>Leave and Furloughs</i>	17
<i>How to Earn</i>	
<i>College Visits</i>	
<i>Procedures</i>	
<i>Town Leave</i>	
<i>Stay In Touch</i>	18
<i>Phone Use</i>	
<i>Mail</i>	
<i>Visits to Campus</i>	
<i>Facebook/Twitter for Parents</i>	
<i>Contacting CMA</i>	19
 <i>ENROLLMENT FORMS BEGIN</i>	
<i>All tuition and completed enrollment forms a-gg are due no later than July 20, 2016 (Camden plan due on June 20)</i>	

Letter from the Headmaster...

Dear Parents,

Thank you for choosing Camden Military Academy for your son. Many parents who select our school tell us they chose Camden because of our outstanding reputation as an educational leader. We have a caring and concerned faculty and a secure environment that promotes academic achievement and positive development. Our cadets use their hours productively in the classrooms, on the playing fields, in the barracks, and throughout a multitude of activities. Our high expectations help encourage our cadets to form positive life habits.

Please find enclosed information concerning your son's enrollment. It is very important that you read the information very carefully and complete the attached forms. We must receive them by the date indicated. Students cannot register without completed forms and payment.

Again, thank you for choosing Camden Military Academy. I look forward to seeing each of you upon your arrival at the Academy.

Sincerely,

Eric Boland
COL, CMA
Headmaster

Letter from the Commandant...

Dear Parents,

Each year we review and adjust our school policies and procedures. This year we are going to make some adjustments that we hope will improve the personal behavior and appearance of the young men at our school.

Our Academy furlough policy is designed to ensure cadets an opportunity to see family and friends while maximizing their development as young men. It is our desire to provide parents more planning flexibility while retaining the important role that student furloughs play as a reward for academic and behavioral excellence. Each year cadets must demonstrate the ability to meet basic academy standards of behavior and appearance before they are allowed to take advantage of furloughs. When implemented, the cadet furlough policy allows cadets to earn up to seven weekend furloughs a year by accumulating merits for outstanding behavior. Cadets that achieve academic excellence have the potential of earning an additional furlough. Seniors are authorized a furlough each semester for verified college visits, and some cadets will be awarded an Honor Company furlough for exceptionally outstanding performance. Our schedule allows students to use their earned merit furloughs on weekends designated on our calendar as merit furlough weekends. Academic furloughs must be scheduled and coordinated with your son's tactical officer.

The final area I would like to cover is uniforms and cadet clothing. Personal appearance is an important life skill and is an especially important aspect of life at a military academy. The initial uniform issue for a new cadet is the minimum amount of clothing that we require a cadet to have at Camden Military Academy. Your son will wear his class uniform (gray shirt and pants, black shoes, belt and hat) a minimum of six days a week, eight hours a day. You can anticipate his wearing or growing out of one or two pairs of shoes and pants each year. We need your support in replacing or repairing uniform items during the school year. If you have questions or concerns about your son's uniform needs please contact his tactical officer. He will be able to tell you what is required.

I am looking forward to another great year. If you have any questions or concerns, please feel free to call me at (803) 432-3889.

Sincerely,

Brad Lawing
LTC, USA (Ret), Commandant

The information provided in this handbook is designed to guide you in your enrollment of your son in Camden Military Academy. Please read each paper carefully, paying close attention to the forms required for enrollment. Be certain you understand the due date for each form and any supporting documents.

This handbook and forms are mailed with a packet which will list reporting dates and times, fees, student laundry number and other information relative to your son and the school year.

If you have any questions, please call the Admissions Office at 803-432-6001.

Camden Military Academy, a private, non-profit boarding school for young men in grades 7-12, is located in the heart of South Carolina. It is fully accredited by the Southern Association of Colleges and Schools. CMA admits students of any race, color, and national or ethnic origin.

New Cadet Registration

New Cadets need to report to Camden Military Academy on Saturday, 20 August 2016. Cadets should report between the hours of 9:30AM and 11:30AM if their last name begins with the letters A-I, or between the hours of NOON and 2:00PM if their last name begins with the letters J-R and between 2:00PM and 4:00PM if their last names begin with S-Z. Due to travel constraints, some parents may find these reporting times difficult. We understand that in some cases cadets will need to change their time to report. Permission to report at an earlier or later time must be obtained in advance. No one should arrive and expect in-processing prior to 9:30 AM.

Returning Cadet Registration

Returning Cadets need to report to Camden Military Academy on Sunday, 21 August 2016. Cadets should report between 1:00PM and 2:00PM if their last name begins with A-M, and between 3:00PM and 4:00PM if their last name begins with N-Z. Due to travel constraints, some parents may find these reporting times difficult. We understand that in some cases cadets will need to change their times to report. Permission to report at an earlier or later time must be obtained in advance. No one should arrive and expect in-processing prior to 1:00 PM.

Cadets who will be part of the cadre will be notified by LTC Lawing by letter during the summer. Do not assume you are part of the cadre unless you are so advised. Cadre will report on Friday, 19 August 2016.

No cadet needs to report early for football (bring your cleats). Please plan to report at the designated time.

When you report, go to the Risher Administration Building for in-processing. You will be directed from there. No one is to move into his room until he has in-processed.

Once you have met your son's Tactical Officer (TAC) and helped him move into his room, it is best to say your good-byes. Prolonging your stay on that day will only make the good-byes, when they come, more difficult for you and your son.

Contained in this packet is a list of everything your son needs to bring as well as those items that are not permitted. Please review both lists carefully. Should you or your son have questions regarding what is authorized, please contact your son's TAC Officer or LTC Lawing. Your son's Tactical officer will confiscate unauthorized items and store them.

FOR YOUR INFORMATION

Now that you have enrolled your son at Camden Military Academy, an understanding of principles and methods used at the Academy will make it easier to accomplish the goals we all have for your son's future development. This information has been compiled in an effort to provide that insight.

Our method of instruction and manner of discipline is based on teaching the subject matter and teaching it very well while at the same time developing the cadet's character in three ways: mentally, physically, and spiritually.

We operate with the idea that under proper supervision and the impulse of necessity, any student should grasp the subjects necessary to graduate. Can a cadet receive personal help here? Of course, but the objective is for him to recognize his need for help and learn the procedures for getting assistance. With initial success comes additional motivation because of the pride the student develops. Rest assured that someone will be there to monitor his progress and give appropriate assistance.

We believe in the Socratic method of teaching. That is, students are questioned and graded on the contents of the daily lesson. Grades are submitted each two weeks. The first two weeks of the year are used to learn the rules and adjust to the methods of instruction. After that, if a student fails two or more subjects for any grading period or fails the same subject for two consecutive grading periods, he is restricted to campus and required to attend a supervised study hall.

Most academic problems are corrected by this system. If a cadet needs help, he must consult the Dean of Students or contact another faculty officer who will work with him in an effort to correct the problem. If your son is restricted for unsatisfactory grades, there is no immediate cause for alarm. It is possible for a cadet to be restricted for a considerable period of time and still pass the course. To help insure academic success, we ask that you respect study hall hours, which begin at 7:30 P.M. each Monday through Thursday. A Friday evening study hall is scheduled when classes are held on Saturday. Please do not telephone your son during those hours, and please do not ask him to call you.

In addition to respecting study hall hours, please adhere to the school schedule for furloughs and breaks. When a student departs early or returns late from a scheduled furlough, he has missed class time, causing him to get behind in his studies. Please do not expect your son to miss school days for family events; whenever possible, work around his schedule and consider the consequences for his absences. All academic absences must be approved by the Commandant no less than two weeks in advance. The only exception will be death in the immediate family.

Any unapproved absence will be considered "unexcused". No academic credit will be given in any course in which a cadet has more than three unexcused absences.

Your son may become homesick. Your son may try to persuade you to allow him to move back home, and he may tell you anything to convince you that CMA is not the place for him. Be strong for him and reassure him that, yes, things do get better with time. Remind him that he will be developing life-long friendships and will be forming good habits that will lead to maturity and self-sufficiency. Help him visualize the pride he will feel as he completes his first visitors' parade and receives compliments from his family and friends. Tell him again that he, you, and all of his family have committed to Camden Military Academy for the school year.

On very rare occasions, a student will choose to leave campus without permission; that is, he will go AWOL (absent without leave). If this should happen with your son, we will notify you and ask your cooperation in getting your son to return to campus and serve the punishment he will incur. Please be assured that most cadets who go AWOL return to campus and serve their punishment and go on to a positive experience here. One young man even became battalion commander!

If you have concerns about your son, you are welcome at Camden Military Academy at any time. Drop in unannounced for a meal and a visit. Call or visit the Tactical Officer and express your concerns. Since you entrusted us with your son, continue to demonstrate that trust by keeping the channels of communication open.

Some people see military school and hazing as synonymous. On that point, we want to be very clear: **THERE IS NO TRADITION OF HAZING AT CAMDEN MILITARY ACADEMY AND WE DO NOT ALLOW OR SANCTION ANY STUDENT'S HITTING, SHOVING, PUNCHING, OR IN ANY WAY PHYSICALLY, MENTALLY, OR EMOTIONALLY MISTREATING ANOTHER CADET.**

Please realize that any time a group of teenage boys live together, go to school together, and spend almost all their free time together, there will be incidents of fighting, bullying, and harassment. This is not tolerated and will result in punishment and possibly dismissal of the offending cadet. If you or your son becomes aware of such inappropriate behavior, please report it to an adult in charge. We cannot correct actions of which we are not aware.

Academic Transcripts

All new cadets should inform their "old" school of their intent to enroll in CMA. Most schools require the parents to complete a withdrawal form. Parents should request that their student's academic records/transcripts be sent to Camden Military Academy at the time of the withdrawal.

Dual Enrollment

Juniors and seniors have the opportunity to earn credit in both high school and college hours while taking courses from The University of South Carolina in the Dual Enrollment Program. Dual enrollment courses are appropriate for advanced learners in high school, who can meet college entrance requirements (i.e., entrance examination requirements for readiness to commence college work without non-credit remediation courses). Dual enrollment courses are not appropriate for cadets who cannot meet college entrance requirements or who are required to take "developmental" or remedial courses that will not satisfy degree requirements.

- The primary purpose of offering dual enrollment courses is to deliver high-quality experiences to high-performing high school cadets.
- Dual enrollment courses are suitable to challenge cadets who are mastering the high school curriculum and who require college-level course work that is more rigorous than the high school curriculum.
- Dual enrollment courses enrich and extend the high school curriculum and provide introductory college coursework.
- Dual enrollment courses promote gradual transition to the college work load.
- Dual enrollment courses give cadets a jump start on college.
- Each three-semester-hour college course will receive one Carnegie unit credit.

General Conditions

Cadets must:

- Demonstrate through placement testing or other assessment procedures they have the necessary prerequisite knowledge and skills to successfully handle college-level courses.
- Attend classes in accordance with the college attendance policy and meet all expectations of the instructor according to the course syllabus and published policies/procedures.
- Review the college catalog regarding grading policies and other relevant information.
- Understand these courses affect college GPA (Grade Point Average)

How Do I enroll?

- Cadets confer with counselor regarding possibility of dual enrollment; Cadets must meet course qualifications/prerequisites.
- Cadets may use a current qualifying score from their SAT, ACT or technical school's placement test.
- Cadet completes application form and submits it to the Dean of Students.
- If a cadet receives Dean of Students approval, the following items are submitted to the guidance office with the application.
 - Memorandum of Understanding for Dual Enrollment High School Cadets and their Parent/Guardian
 - Counselor Letter of Permission (Dean will attach)
 - Complete Cadet Application Packet Checklist

There is an additional cost associated with taking Dual Enrollment classes. These courses will fill quickly. Cadets who meet prerequisite will be given first choice. All cadets must submit a birth certificate.

Please fax the birth certificate to 803-425-1020 or email to academics@camdenmilitary.com. We must have the birth certificate within the first two weeks of class or cadet will be dropped from the class.

A cadet has one week to drop the course. After the first week of class, a refund will not be issued.

How do I request a transcript?

To request a transcript from the University of South Carolina, please complete the Transcript Request Form available on our website under the academics page. A fee of \$12 (non-refundable) is mandatory. Please allow two to three days for processing. The University of South Carolina does not fax transcripts.

CONCERNS

Everyone needs discipline, and we are convinced that every cadet has the necessary self-control to function properly at Camden Military Academy. Those students who have self-control will act with greater poise and better judgment. Discipline has its beginnings in a spirit of obedience and courtesy. Punishment at CMA is not extreme or arbitrary. When reported for an infraction, a cadet has a specified time to offer an explanation. If his excuse is not satisfactory, he will receive demerits, TBWs (tours to be walked), or restrictions according to the gravity of the offense.

As evident in all our publications, Camden Military Academy has a zero tolerance for drug use. Any student using or possessing drugs faces immediate dismissal. Additionally, any student with drugs in his possession may face the possibility of arrest. The school reserves the right to randomly test students for drug use.

Alcohol use is also prohibited. Any student caught using or having alcohol will be severely punished. A second offense may result in dismissal.

Camden has a no-smoking policy. However, like every other school in America, we have students who smoke. The punishment for smoking is TBW's (tours to be walked). Smoking offenses will impact the amount of free time a cadet has and his ability to earn merit furloughs.

Camden Military Academy's concept of educating the whole man includes harboring spiritual growth. We adhere to the Christian faith. Therefore, we begin each day with prayer and a Bible reading. Each cadet must attend Sunday Church Services. Protestant Services are offered on campus. Cadets may, with their parent's approval, attend one of the community church services.

WHAT TO BRING

Camden Military Academy believes that a young man performs best when he is comfortable in his surroundings. To that end, the Academy allows students to bring certain personal items to school. Personal items are a privilege and not a right and therefore a student may lose the privilege if he abuses it. Personal items a cadet may bring are as follows:

Civilian clothing to wear on campus only during free time. Please limit your son to two pairs of trousers (jeans are fine), two pairs of shorts (no cut-offs), one jacket (windbreaker type), two shirts (one with collar), khaki pants and khaki shorts for travel uniform, and one bathing suit.

Television – a small TV; under 19” flat screen preferred. Only one TV is allowed per room

Video games – one video game system and two games with all items clearly and permanently marked with cadet name and laundry number.

Small stereo/CD player and no more than 12 CD’s at any one time (any inappropriate CD/tape may be confiscated).

Portable CD player, Walkman, MP3, or Ipod

Sleeping bag or “egg crate”

Small fan

One wall hanging – poster or bulletin board

Sports equipment related to any sport offered at CMA

Skateboards and roller blades with pads and helmets

In addition, bring course specific items for these courses:

Chemistry, Physics, Algebra II, Pre-Calculus – Scientific Calculator

Geometry – Compass and Protractor

Calculus and AP Calculus – Scientific Calculator

Camden Military Academy suggests the following for a packing list:

- ❑ 12 wire coat hangers
- ❑ 2 laundry bags*
- ❑ Hairbrush and comb
- ❑ Toothbrush
- ❑ 1 pillow
- ❑ 1 extra blanket
- ❑ 3 white pillow cases
- ❑ 4 flat white sheets (twin size)
- ❑ 1 pair of shower shoes
- ❑ 8 pairs of black socks*
- ❑ 2 pairs of pajamas
- ❑ 2 laundry marking pen (1 black, 1 silver)
- ❑ 1 extension cord
- ❑ 1 pair of casual shoes (tennis shoes)
- ❑ Sports shoes as needed
- ❑ 6 wash cloths (solid white)
- ❑ 6 towels (solid white)
- ❑ Brass cleaner
- ❑ Soap and toilet articles
- ❑ Shoe Brush
- ❑ Bible
- ❑ Dictionary
- ❑ Footlocker (no larger than 31 1/2 x 17 x 15 1/4)*
- ❑ Study lamp with bulb
- ❑ 8 pairs of underwear-boxers or briefs
- ❑ 1 white dress shirt - no button down collar, long or short sleeves
- ❑ 1 pair of khaki pants
- ❑ 1 pair of khaki shorts
- ❑ 8 white crew neck t-shirts*
- ❑ 1 bathrobe
- ❑ 6 pairs of white athletic socks*
- ❑ 1 surge protector/power strip
- ❑ School supplies*: notebook paper, pens, pencils, and composition books (one per class),
2 packs of index cards
- ❑ 1 electric or safety razor (if needed)
- ❑ 1 combination lock*
- ❑ Bookbag

Students signing up for the rafting trip will need water shoes.

*Indicates items available through the School Supply Room (Quartermaster)

Each cadet is responsible for maintaining and protecting his personal property. All cadet rooms have a door equipped with an electronic lock. Additionally, each cadet is required to obtain and use a lock on his footlocker. Each cadet is assigned a small safe that is capable of storing a small laptop and other electronics and small items. Items that need to be stored (luggage, trunks, etc.) should be given to the cadet's TAC officer for proper storage. All items checked with the TAC should be clearly labeled with the cadet's name and laundry number.

Camden Military Academy cannot accept responsibility for loss, damage, or theft of personal property. Parents should arrange for an extension of their personal property insurance to include fire and theft protection of all of their son's personal property such as uniforms, personal clothing, radios, CD/Ipod, video games, computers, televisions, textbooks, and all other items.

Cadets will respect the property rights of others. Any cadet found in possession of another cadet's property without that cadet's permission will be sternly punished and will be subject to dismissal.

Cadets may not bring any of the following items: a stack stereo or large component stereo system, a window or box fan, any personal furniture, video camera, computer scanner, any type of aerosol can with the exception of shaving cream.

Specific substances forbidden to cadets are firearms, knives, scissors, any item that may be classified as a weapon, fireworks, electrical appliances other than those already mentioned, pornographic or sexually explicit books, magazines, or tapes. Alcohol, drugs, or any other substances which may cause intoxication or mood alteration are strictly forbidden. Cadets may not drink, ingest, or inhale these substances while at or coming to and from the Academy. This regulation includes the possession of any paraphernalia associated with these products such as matches, lighters, lighter fluid, and ashtrays.

All cadets are required to use school-issued fire retardant curtains, which are available through the Supply Room (Quartermaster). Under no circumstance will flags, banners, blankets, and other such items be permitted as window coverings. The curtains required by the school meet Fire Marshall safety standards and are sold by the panel.

ALLOWANCES

Each cadet is required to maintain a student bank and activity account. On the Student Bank Form included in this packet, please indicate the allowance amount, usually between \$10.00 and \$30.00, you wish your son to receive weekly. The student may withdraw his allowance money once a week; requests by the cadet for advances are denied. A parent, however, may permit the advance of extra money. You may contact the student bank representative at 803-424-5616 or brandee@camdenmilitary.com.

Activity Fee

This \$400 activity fee covers the cost of day and movie trips as well as other optional activities. At the end of the year any unused portion will be credited back to the cadet's account.

LAUNDRY

Each cadet is responsible for his own laundry. CMA contracts with a local laundry/dry cleaner to pick up, clean and return laundry. Your account will be billed for this service. Your son's laundry number, located on the front of this packet, should be clearly and permanently written on each article that goes to the cleaners. Use a laundry marking pen to write this number on his clothes as follows: shirts and undershirts on the bottom inside of both front and back; shorts and underwear on both sides of the inside band; towels and sheets on two diagonally opposite corners; pillow cases on both sides of inside hem. Black socks are to be marked with a silver permanent marker.

All questions concerning laundry and dry cleaning should be directed to the cadet's Tactical Officer. Any missing laundry or dry cleaning should be reported to the Tactical Officer immediately.

TRIPS

CMA offers a variety of school trips throughout the year. Costs and itineraries can be found in the **enrollment forms** section. The cost for each trip varies based on destination.

SENIOR TUITION A mandatory \$375 fee is required of all seniors to cover additional fees.

PAYMENTS

Payments to Camden Military Academy should be mailed to the following address:

Camden Military Academy
Attn: Brandee Young
520 Highway One North
Camden, SC 29020

Please indicate on each check the cadet's last name, first name, and middle initial. Also, please note the account for which the check is written.

MEDICAL

Camden Military Academy's Infirmary is operated by a team of nurses who work closely with a local doctor to provide excellent medical care to our students. The infirmary is open Monday through Friday from 6:00 A.M. through 8:00 P.M. Weekend hours vary according to the cadet schedule. A nurse is on-call at all times. The nurses maintain records on each student. Therefore, it is extremely important that all medical forms are completed in a timely manner with the required signatures. Also, we suggest that you maintain copies of all the forms. Medical forms are to be submitted yearly.

Cadets cannot have prescription or non-prescription medication in their possession at any time. **Please do not leave medication with a cadet – including your son – to deliver to an adult. Please do not mail medication to your son; send it directly to the nurse: Infirmary, Camden Military Academy, 520 Highway 1 North, Camden, SC 29020. There must always be an adult to adult delivery of medication.** Please pick up medications from the Infirmary at the end of the school term. Medications that are not picked up will be mailed to you and shipping charges will be billed to your account. When a student is prescribed medication while at CMA, the school nurse will arrange for the purchase, delivery and administration of the medicine. Your insurance co-pay will be used to purchase the medicine; if your insurance is not recognized by the pharmacy network, you will be billed and will receive pharmacy charge slips to file with your insurance company.

All cadets are required to have health insurance in force while attending CMA. Please mail a copy of your insurance card with your son's enrollment packet. Also, bring it with you at registration. Please notify the school if your insurance carrier changes. Your son is covered by a supplementary accident policy. This policy is designed to cover some or all of what your primary insurance does not pay in case your son is involved in an accident; illness is not covered by this policy.

South Carolina requires all students, whether South Carolina residents or not, to provide an immunization history. South Carolina residents must present the South Carolina Immunization Certificate, and out-of-state students must submit an immunization history complete with dates and signed by the student's physician. We suggest that the physician transfer the immunization information to the South Carolina form, which is included in your packet. If this information is not provided, the school nurse will take the student to the Kershaw County Health Department for the required inoculations and the parents/guardians will be billed for the cost.

In addition, all students must have a physical prior to enrolling. Please use the Camden Military Academy Physical Form that is in your packet. The physical and a TB test must be done within the current year. Students who arrive without physicals will be scheduled for an exam with our physician at the parent's expense. A flu shot, given by the Kershaw County Health Department at the school, is also mandatory at CMA unless the student is excused by his physician.

Please be certain that the CMA office and the Infirmary have a current emergency contact name and number on file at all times.

In case of a non-school related **emergency**, or the need to see a specialist (i.e.: Podiatrist, ENT, Dentist, or Orthodontist) **the parent will be required to prepay** the doctors' office with a credit card. The nurse will provide the name and phone number of the required physician/specialist.

MEDICAL INSURANCE

It is **required** that your son have medical insurance in case your son becomes ill or is injured in an accident. Parents are responsible for payment of medical services beyond those provided by the school infirmary. *A credit card may be required for any off campus medical or dental services.* It is **mandatory** for every student to have a valid health insurance card present at registration. Each student is covered by a supplemental accident policy which covers accidents only after your primary health insurance has paid. The supplemental plan has a \$100 deductible and then covers amounts up to \$10,000 above the limits of your personal medical insurance coverage once and explanation of benefits (EOB) from your insurance company is provided to the supplemental plan. In order to expedite and process any claims, please complete and return the form concerning your present medical insurance coverage along with a valid health insurance card. If you do not have a company who will cover your son in South Carolina, you can contact Assurant Health at 800-800-5453 to set up a short term policy for your son. These type policies are good for up to 6 months and renewable for one additional term. If you prefer to go through an agent, you may contact Hartman & Young in SC at 803-776-9093 to help you enroll your son in a short term plan. Please make all arrangements for health insurance **prior** to registration so you can provide the insurance card **no later** than registration day

TRANSPORTATION

During major school holidays and at the beginning and end of the school year, the Academy arranges for transportation to and from the Charlotte Airport, Columbia Airport and the local Amtrak and bus stations.

Columbia Metropolitan Airport (One Way)

1 cadet	\$60.00 EACH WAY
2 cadets	\$30.00 EACH WAY
3 cadets	\$25.00 EACH WAY

Charlotte International Airport (One Way)

1 cadet	\$125.00 EACH WAY
2 cadets	\$65.00 EACH WAY
3 cadets	\$45.00 EACH WAY

Columbia Bus Station (One Way)

1 cadet	\$60.00 EACH WAY
2 cadets	\$30.00 EACH WAY
3 cadets	\$25.00 EACH WAY

The cost of the Camden Amtrak shuttle is \$20.00 each way. Included as part of this service is supervision. A supervisor will remain with the cadet until the train arrives, even if it is running late.

Cadets are not allowed to have any type of motor vehicles at Camden Military Academy or available to them anywhere in Kershaw County unless that young man is a resident of Kershaw County. Cadets may not ride in vehicles of other cadets or friends without the expressed approval of their parents and the Commandant.

AMTRAK Policy

Cadets under 16 years of age cannot ride AMTRAK due to a policy that took effect November 2011.

Please arrange all shuttle services with 1SG David Green (cell # 803-243-0748). Also, please fax itineraries to 803-425-1020 or email the itineraries to dvgreen246@yahoo.com.

LEAVE AND FURLOUGH

Cadets at Camden Military Academy get time away from campus by taking a furlough or town leave. Furloughs are opportunities to depart campus overnight and fall into three categories: academic, merit, and general. Cadets typically get five to ten opportunities to go home during the year. Merit and academic furloughs are for good performance and, as such, are an important part of CMA's reward system. Parents are asked to use these furloughs for occasions that require a student to be home; for example, medical appointments. Please do not request additional furloughs. The Commandant of Cadets is the approving authority for emergency furloughs. In order to qualify for academic or merit furloughs, a cadet must be free of academic or disciplinary restrictions.

Seniors are allowed an additional furlough per semester in order to visit colleges. A senior must present a letter from the prospective college acknowledging that a visit to the Admission Office has been scheduled for the weekend requested.

To earn academic furloughs, a cadet must attain an average of 85 or higher in each of his academic subjects during a six-week grading period. Additionally, an academic furlough is awarded to cadets who earn a Gold Star, awarded for an average of 90 or above in each subject during each semester.

Merit furloughs are awarded to those cadets who have earned a designated number of merits and may be taken only on those weekends designated as "furlough weekends." Those dates are published on the school calendar.

General furloughs, also referred to as "breaks", are granted to all cadets at Fall Break, Thanksgiving, Christmas, Spring/Easter Break, and at the end of the school year. **All cadets must depart campus on scheduled "breaks" (Fall, Thanksgiving, Christmas and Spring Breaks).** Please view the calendar on website as some dates are subject to change.

Academic and merit furloughs normally begin at 3:30 P.M. on Friday and end at 9:00 P.M. on Sunday. Since academic classes are the most important part of our program, parents should not request that their son leave before the designated time. Dates and times for the general furloughs are indicated on the school calendar. General furloughs begin at a time set by the Commandant of Cadets and end at 9:00 P.M. on the day they terminate.

The furlough procedure is as follows:

Two weeks prior to a scheduled furlough, a cadet may obtain an application form from his company tactical officer. He must furnish information about his destination, travel plans, and type of furlough he is using. If he needs permission from you, it should arrive in writing at least two weeks before the scheduled furlough. A cadet must leave and return to campus in the proper uniform. A cadet must check with the Officer-In-Charge (OC) when departing campus and must check in with the OC as soon as he arrives back on campus from furlough.

Town Leave:

Eligible cadets are bused to Wal-Mart for a designated period of time. Seventh and Eighth graders are not allowed to take town leave except in the company of their parents, school personnel, or other authorized persons

STAY IN TOUCH

Cell phones may be used. Other methods of calling home are prepaid calling cards, a “phone home” card or number, or a 1-800 service. Telephone credit cards are prohibited. Credit cards found in possession of cadets will be confiscated and returned to parents. The Academy is not responsible for any misuse of telephone credit cards or cell phones and will not act as a collection agency if cards/cellphones are misused. If parents wish to talk with their son, they should contact the cadet’s Tactical Officer and arrange a time for their son to call home. Cadets may use cell phones during their free time as designated by their tactical officers.

New cadets may not make or receive calls during the first two weeks. Parents should contact the Tactical Officer if they need to talk with their son before the time has passed. Also, new cadets may not have visitors the first three weeks.

New and returning cadets may receive mail at any time. Care packages are always welcomed by the students; few things brighten a cadet’s day more than a package from home. Cadets may, of course, consume food and beverage in their rooms; however, each cadet is required to purchase a food storage container from the Quartermaster in which to store food items.

Please use this format in addressing mail to your son at CMA:

**Cadet (Name)
Company (A, B, C, D, B/S)
Camden Military Academy
520 Highway One North
Camden, SC 29020**

Parents are always welcome on campus. When visiting your son, please respect the academic day and study hall hours by scheduling your visits between 3:00 P.M. and 6:00 P.M. Monday through Friday; 1:00 P.M. through 6:00 P.M. on Saturday, and 10:00 A.M. through 9:45 P.M. on Sunday. If your son is restricted to campus, please do not ask that he be allowed to leave campus with you, as this would destroy the effectiveness of the restriction.

Camden Military Academy also provides many special occasions where parents are invited to participate in the events that make Camden a school with strong parental ties. Homecoming, dances, reunions, parades, and cookouts are just some of these activities.

Social Media

Stay up to date with happenings on campus as well as any calendar changes, parade cancellations, sporting events and rescheduling of events, etc... by “liking” our page on Facebook. Please look for the OFFICIAL Camden Military Academy page (full color school crest as picture) and “like” it. Also, follow us on Twitter by searching Camden Military Academy. Twitter updates can be delivered straight to your cell phone for real time updates! We also have an Instagram, Flickr and Google+ page. Please call us with any questions.

Camden Military Academy Telephone Numbers (*All numbers are area code 803*)

Academic Information	432-3207/ Fax 425-1020
Administration Office Ms. Kathy Sherrill	432-6001/ Fax 425-1020
School Registrar Mrs. Emily Finley	421-0564/Fax 425-1020
Admissions Office Director of Admissions: Mr. Casey Robinson	432-6001/ Fax 425-1020
Bookkeeping Student Accounts: Mrs. Brandee Young Student Bank: Ms. Miranda Daly	424-5616/ Fax 425-1020 421-0561
Commandant LTC Brad Lawing	432-3889/ Fax 425-1020
Dean of Students LTC John Heflin	432-3207/ Fax 425-1020
Development and Alumni Office Annual Fund Coordinator: Mrs. Glenda Porter Alumni Coordinator: Mrs. Diane Robinson	432-6001/ Fax 425-1020
Dining Hall SGM McKennie	432-7603
Headmaster COL Eric Boland	432-6001/ Fax 425-1020
Infirmary	432-5729/ Fax 432-3257 243-4877 Cell
Library Mrs. Paula Bordner	432-5853
Transportation 1SG David Green	432-6001/ Fax 425-1020 243-0748 Cell
Barracks	
A Company	432-4670 barracks
B Company	432-2686 barracks
B/S Company	432-7590 barracks
C Company	432-2780 barracks
D Company	432-2818 barracks