



ASTROCAMP 2019 REGULATIONS

1. GENERAL PROVISIONS

1.1. AstroCamp is an academic program in the field of astronomy and physics, aimed at students of the last 3 years of pre-university education and organized by the Centro de Investigação em Astronomia/Astrofísica da Universidade do Porto (CAUP), located at Rua das Estrelas s/n, 4150-762 Porto, and holder of the Portuguese NIPC 502216450.

1.2. AstroCamp 2019 will be held from 4 to 18 August 2019 at CEIA - Centre for Environmental Education and Interpretation of the Corno de Bico Protected Landscape (Paredes de Coura municipality).

1.3. The AstroCamp aims to:

- Provide its students with high quality training in a secluded and tranquil setting, outside major urban centers;
- Promote scientific knowledge, particularly in the area of Astrophysics;
- Stimulate the students' curiosity and skills of critical thinking, team work and group responsibility;
- Stimulate the creation of personal relationships between students with different backgrounds and life experiences but common interests.

1.4. The AstroCamp's working language is English. Apart from duly identified exceptions, all the AstroCamp related activities will be carried out in this language.

2. APPLICATIONS AND SELECTION

2.1. AstroCamp 2019 will accept applications from the following countries: Andorra, Argentina, Austria, Belgium, Brazil, Bulgaria, Chile, Croatia, Cyprus, Czechia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary,

Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Monaco, Netherlands, Norway, Poland, Portugal, Romania, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom and Uruguay.

2.2. AstroCamp 2019 will accept applications from students who in the academic year 2018/2019 are matriculated in one of the last 3 years of pre-university education (i.e., in principle those born in the years 2001–2003), in any of the countries listed in paragraph 2.1, and are citizens from one of these countries, except if they have already participated in a previous edition.

2.3. The applications period is from 1 to 30 April 2019.

2.4. The application to AstroCamp 2019 consists of filling out and submitting, within the period mentioned in paragraph 2.3, an online form available at <http://www.astro.up.pt/astrocamp/en/>, including the documents specified therein.

2.5. The application will only be considered eligible if it is received within the applications period and contains all the required elements:

- Motivation letter, necessarily written by the student in English;
- Letter of recommendation from a current teacher of the student, written in Portuguese or English;
- School certificate of the student's last available (usually 2nd term) grades, together with a translation or explanation of the grading system if appropriate;
- Optionally, certificates of participation in relevant scientific activities, such as finals of domestic or international Olympiads;
- Authorization of parents or legal guardians, filled in Portuguese or English (for students younger than 18 at the time of the application).

2.6. In the application form the candidate provides the contact details of the teacher who will write the letter of recommendation. Upon submission of the application by the candidate, the teacher will automatically receive an e-mail with instructions on the content of the letter of recommendation and its upload.

2.7. The teacher's letter of recommendation must also be received by the same deadline, i.e., it must be uploaded according the received instructions by the end of April 30.

2.8. The original version of the parents' authorization form must be sent by ordinary mail and arrive in CAUP until 10 May 2019.

2.9. Participation in AstroCamp 2019 is limited, and will consist of a minimum of 10 and a maximum of 20 students. The exact number will be decided depending on the quality of applications and the available budget.

2.10. The selection of the students will be done by the AstroCamp's Scientific Director as follows:

- 1 place for a high school student of the Paredes de Coura municipality, to be appointed by the local secondary school until 30 April 2019 (the need for submission of an eligible application also applies to this student);
- 9 to 20 places selected from all applications received under the conditions of paragraphs 2.1 to 2.8.

2.11. Students will be selected according to their academic merit and potential. The final stage of the selection process consists of an interview (to be carried out in English), to be held at CAUP (at Rua das Estrelas s/n, 4150-762 Porto) on Saturday 25 May 2019, or in Lisbon's Pavilhão do Conhecimento (at Largo José Mariano Gago, nº1, Parque das Nações, 1990-073 Lisbon) on Sunday 26 May, or via Skype.

2.12. The interview is mandatory for all candidates except the student indicated by the Paredes de Coura secondary school.

2.13. The accepted students will receive the offer of a place by email, by 1 June, and must confirm their participation by 10 June 2019, failing which their place will be assigned to another student.

2.14. All the accepted students must necessarily participate in the full activity. In no circumstances shall the participation in only part of the AstroCamp 2019 activities be allowed.

2.15. The process of confirming participation includes the signing of an Acceptance Agreement (by the student) and an Image Gathering Authorization Form (by the student, or its legal representatives for students under the age of 18), specifically pertaining to photos and video, in the context of the program's activities, as well as their possible use to advertise future editions of the initiative. Further documentation may be required for students coming from other countries, according to the applicable national legislation.

2.16. In the Acceptance Agreement each student must appoint an external Contact Point, who can be contacted in possible emergency situations arising during the AstroCamp 2019.

2.17. For the accepted Portuguese students, participating in the activities of the AstroCamp 2019 will have no costs (with the possible exception of small running costs).

2.18. For accepted students from other countries, the estimated cost of participation is about 400 Euro. The exact amount will be confirmed at time of offer of a place, and must be paid by bank transfer until 30 June 2019. These

students can try to get financial support from our international partners or other local entities.

2.19. It is the students' responsibility to inform the organization (at the time of application or confirmation of attendance) of any physical and/or functional limitation, of any special dietary needs or any other health conditions that may require specific care.

3. HEALTH CARE

3.1. Medical assistance is understood to mean any preventive activity, activity performed with first aid equipment, any simple treatment performed by a first-aid trained camp monitor, as well as transportation to any hospital.

3.2. Each participant is covered by personal accident and liability insurance.

3.3. Whenever an accident occurs, the coordinator of AstroCamp 2019 will inform the parent or legal guardian.

4. ASTROCAMP 2019 LOGISTICS

4.1. The meeting point for the trip to CEIA is the Train/Bus Station in Viana do Castelo (except for the student of the Paredes de Coura municipality). The students must arrive at this meeting point before 16:00 on 4 August 2019. The return to the meeting point will take place before 12:00 on 18 August 2019.

4.2. Travel expenses between their residence and the meeting point (for students living in mainland Portugal) or between Porto airport and the meeting point (for other students) can be reimbursed by the organization if they are made by public transport, and upon submission of the travel tickets and the corresponding receipts containing CAUP's name and tax number.

4.3. If there are students from the Azores or Madeira, the organization will try to obtain financial support (from the regional governments or other entities) for their flights.

4.4. For students from other countries, the cost of travel to Porto airport should be covered by the students, or by the local entities from which they obtain financial support.

4.5. The AstroCamp 2019 team will consist of 2-4 teachers and 4-6 monitors in full-time attendance. The CEIA team will also support to the camp's activities.

4.6. For students whose point of arrival in mainland Portugal is Porto airport, one of the teachers or monitors will meet them at the airport terminal and accompany them on the trip to the meeting point.

4.7. The AstroCamp teachers must be active researchers holding doctorates in areas relevant to the scientific goals of the activity (except in duly justified exceptions).

4.8. The monitors will preferentially be AstroCamp alumni which in the academic year 2018/2019 are enrolled in university degrees (at any Portuguese or foreign university), or students currently developing a work plan at CAUP.

4.9. All the students (including the one from Paredes de Coura), monitors and teachers will be accommodated in CEIA throughout the entire AstroCamp period.

4.10. The students' contact with the outside world is limited and provided through the monitors and, except in emergency situations, allowed only on specific days and times. All monitors will have mobile phones whose numbers will be provided to parents/contact points, allowing a direct contact in case of any emergencies.

4.11. The mobile phones of the students will be held by the monitors during the AstroCamp, properly identified and switched off. During the designated contact periods the students can ask the monitors for their phones, returning them at the end of these periods.

4.12. The CEIA premises are to be kept neat and clean. The space will be shared by all and must be respected. Teachers, monitors and students must ensure the proper maintenance of all the facilities, and in particular of the hygienic conditions thereof.

4.13. Meals (breakfast, lunch, afternoon snack and dinner) will be provided by the CEIA team according to a previously agreed schedule. Student access to the CEIA kitchens is not allowed.

4.14. The CEIA facilities include a washing machine. A laundry schedule will be set up for AstroCamp participants in accordance with the instructions of the CEIA team. The responsibility to hang and remove clothing from clotheslines is up to each participant.

4.15. Students are not allowed to use their computers or any other personal gadgets during the AstroCamp. If the students bring them, they will be confiscated and returned only at the end of the camp.

4.16. The organization reserves the right, after information to the parents and/or the contact point, to decide the expulsion of any student who by its behavior impairs significantly or persistently the functioning of the activities of AstroCamp 2019.

4.17. The AstroCamp 2019 will have a policy of zero tolerance with regard to the possession or consumption of alcohol, tobacco or other illegal substances. Any violation of these rules will lead to the immediate expulsion of the student from AstroCamp 2019.

4.18. The students are expected to bring: some practical/sports clothing; slippers for the showers; comfortable walking shoes; sunscreen; cap or hat; beach towel and bathing suit; waterproof jacket; small backpack for outdoor activities; laundry bag; personal toiletries; notebooks and writing material for the classes.

4.19. The organization is not responsible for any misplacement of goods belonging to the students. It is recommended that students bring their belongings properly identified.

4.20. Optionally, students may deposit at the 'Camp Bank' the money they bring. In this case students will give the money to a monitor, who will record it in individual dedicated sheets and handle their movements. For students not doing so, guarding and managing the money they bring will be their own responsibility.

5. RIGHTS AND DUTIES AT ASTROCAMP 2019

5.1. AstroCamp 2019 will be coordinated by the Scientific Director (from CAUP) and by the head of CEIA. It's incumbent upon the coordinators to:

- prepare the schedule of activities, consulting when appropriate with the teachers and monitors;
- ensure compliance with the schedule and the camp regulations (both for scientific and leisure activities) and the previously defined objectives;
- change the schedule of activities due to weather, logistical or any other reasons that so warrant;
- ensure compliance with health, hygiene and safety regulations;
- determine the expulsion from the camp of any student who does not comply with its rules.

5.2. The AstroCamp 2019 teachers will have the following rights and duties:

- supervise the formation of the students and promote scientific knowledge;
- teach their courses and carry out the corresponding examinations;
- suggest changes to the schedule of activities;

- be a role model for the students;
- ensure the safety of the students;
- refer to the coordinators and monitors for support in solving any problems.

5.3. The AstroCamp 2019 monitors will have the following rights and duties:

- coordinate recreational activities, and accompany students when necessary for other activities;
- suggest changes to the schedule with the goal of the successful development of the activities;
- be a role model for the students;
- be the first point of contact between the students and the outside world;
- ensure compliance with health, hygiene and safety regulations;
- ensure a proper group environment among the students;
- refer to the coordinators for support in solving any problems.

5.4. The AstroCamp 2019 students will have the following rights and duties:

- have permanent monitoring of teachers and/or monitors;
- actively participate in all individual and group activities;
- have proper health and safety conditions for all activities;
- respect the AstroCamp 2019 regulations;
- obey the schedules established for the various activities, and the indications of the coordinators, teachers, monitors and the CEIA team;
- adopt a dignified and respectful behavior towards the other participants in the camp and the CEIA team;
- be responsible for any damages caused.

6. SPECIFIC ACTIVITIES AT ASTROCAMP 2019

6.1. Students at AstroCamp 2019 will have to take two of the available courses. All the courses will be taught in English, and each will have a total of 10 classes of 1h30 each.

6.2. At the time of confirmation of participation the students will indicate an ordered list of their course preferences. All classes will have similar numbers of students, so it can't be guaranteed that each student can take the two courses indicated as their first options.

6.3. In addition to the classes, the courses will include some work for the students and a final written examination, which will be marked in the range of 0 to 20.

6.4. At the end of the AstroCamp each student will receive a certificate of participation, which shall include the grades obtained in the two courses taken.

6.5. Some of the leisure activities at AstroCamp may have components in Portuguese. In that case the teachers or monitors will ensure the necessary translations.

6.6. AstroCamp 2019 will include a cycle of 10 public lectures (with different themes), which will be open to the general public and with free admission (subject to the capacity of the room). These lectures may be given in Portuguese but will in any case include English support materials.

7. MISCELLANEOUS PROVISIONS

7.1. Any issue arising during the course of AstroCamp 2019 or its applications stage which is not addressed in these Regulations shall be decided by the AstroCamp 2019 scientific director.