Policy title	Category
Summer Camp Fees and Exempt Status of Summer Camp Employees	Human Resources
Owner	**Approved by**
Human Resources	Business and Human Resources Office

Purpose of this policy

The policy for summer camp fees and exempt status for camp employees applies to the Athletic Department and other Summer Camps directed and staffed by NWU employees. Summer Camps directed by and staffed by NWU employees must use NWU accounting and payroll functions managed by the Business and Human ResourceOffices. Directors of summer camps are exempt from Federal Wage and Hour regulations.

Policy statement

- Summer camps pay a per camper fee for accounting and payroll services, which gives the camps independent recreational sta tus under Federal Wage and Hour regulations and exemption from Federal Wage and Hour overtime and record keeping reg ulations.
- Summer camps, which do not pay the fee for each camper, are subject to the Federal Wage and Hour regulations. Federal Wa ge and Hour regulations require employers to pay employees by the hour from official time sheets obtained from the Human Re source Office.
- Summer camps who put their entire profit including payment to camp directors into their NWU fundraising accounts can classify their camp staff as non-paid volunteers.
- Camp directors do not pay the per camper fee for attendees who receive NWU
- course credit for camp work.
- The per camper fees is $2.00 per day.
- Questions about the policy should be directed to the Human Resource Office

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Last revised date
March 7, 2009