

International Camp Counselor Program Application Checklist

Item number	Name	This item is completed by...	To submit this item...	Description
1	Participant application	Applicant	Submit form online at the provided link	The primary application form is to be completed by the individual who is applying to participate. The form is online and can be completed on a computer or mobile device. Access the form at the link below: https://forms.microsoft.com/r/xJF6Rk95gx
2	Proof of English language proficiency	Applicant	Email to intcampcounselors@elca.org	The U.S. J-1 Exchange Visitor Program requires us to evaluate the English language proficiency of applicants. Strong proficiency in the English language is important for a positive experience in the camp counselor role. Applicants can show English language proficiency in one of the following ways: <ul style="list-style-type: none"> a. Signed documentation (transcript or other grade report) from an academic institution or English language school that shows that the applicant has taken at least four English language courses (or other subjects taught in English), and received a passing grade or higher in each course b. Duolingo English Test (DET) score of 80 or higher c. Test of English as a Foreign Language (TOEFL) score of 55 or higher (internet-based test) d. International English Language Testing Service (IELTS) band score of 5.0 or higher <p><i>*The ELCA may pay for the test fee for one Duolingo English Test attempt. Please email our team if you are unable to pay this fee and need to request support.*</i></p>
3	Copy of passport ID page	Applicant	Email to intcampcounselors@elca.org	A valid passport will be required to apply for a U.S. visa and travel internationally. The passport must not expire earlier than March 2025. Individuals without a valid passport can apply to this program, but they must obtain a valid passport no later than February 2024.

4	Reference form	Current or former employer or teacher of the applicant	Email to intcampcounselors@elca.org	The reference form must be completed by a current or former employer or teacher of the applicant. The fillable PDF form was emailed to the church.
5	Church endorsement form	Endorsing church official	Email to intcampcounselors@elca.org	The church endorsement form must be completed by an authorized official of the endorsing church body. This is normally the bishop, general secretary, council member, or other high-level official. The fillable PDF form was emailed to the church.
6	Third party agreement form	Endorsing church official	Email to intcampcounselors@elca.org	The third party agreement form must be signed by an authorized official of the endorsing church body. This form outlines the agreement made by the church regarding participation in this program. The fillable PDF form was emailed to the church.
7	Interview form	Endorsing church official	Email to intcampcounselors@elca.org	The endorsing church must interview all applicants to the program in person. Please see the interview form for details about the interview requirements. The fillable PDF form was emailed to the church.

Completed applications are due by January 15, 2024.