



## Wait List Procedures for Notre Dame Vision and Notre Dame Vision CYM Updated for 2024 Summer Conferences

As the Notre Dame Vision conferences have grown over the past twenty years, we have come to the wonderful yet sometimes problematic situation of particular sessions reaching capacity for female or male participants, or both. The capacity at any given session of Vision or Vision CYM is determined according to the number of rooms (or, more to the point, the number of beds!) that the University allocates to our high school and adult conferences, respectively.

The University continues to be generous to Notre Dame Vision in giving us some of the largest undergraduate dormitories for our high school program, but still, there is a limit to the number of students we can accommodate. With the CYM conferences for adults, we are not only limited by housing space, but also by the size of our meeting room.

We would like to state clearly our procedures for creating, maintaining, and accessing a “Wait List” for prospective conference participants, both for Vision and Vision CYM:

1. Once Notre Dame Vision fills the capacity of males or females in a given session of the high school program, or the total capacity for adults at CYM, a Wait List will be started.
2. Applicants’ names are placed on the Wait List in the order that our office receives their applications and deposits. In the interest of fairness and good organization, we cannot accept any applicants onto our Wait List until we receive their application and deposit – this means no phone or email reservations, etc.
3. Notre Dame Vision will hold deposit payments until an applicant is admitted to a conference session. Though we must receive a \$100 deposit per applicant along with a completed application for an applicant to be placed on our Wait List, we will refund the deposit payment if a conference spot does not open up for the applicant.
4. No applicant may be on more than one Wait List, nor may an applicant register for one session and remain on the Wait List for another session. If an applicant is placed on a Wait List for a given week, that same applicant may not join the Wait List for another week, nor register for another week while remaining on a Wait List for his/her “first choice.”
5. If a Wait List applicant would like to be removed from the Wait List, or changed to a different Wait List, the applicant must contact Notre Dame Vision via email to state their preference. There is no penalty for removing oneself from a Wait List; in such cases, deposit payments will be refunded. Once an applicant is enrolled in a session, however, the deposit is deemed non-refundable and non-transferrable.
6. Group Organizers who place a group of high school students on a Wait List will be notified as to whether Notre Dame Vision can accommodate the whole group or only certain individuals. Notre Dame Vision will give Group Organizers the option of enrolling partial groups if spaces for the whole group are not available.
7. Wait Lists will be maintained until 28 days prior to the start of each respective session.

We hope to be able to accommodate everyone who wants to join us this summer. Thank you for your cooperation and patience!