

**Student's Name**

**First**

**Last**



**July 19 - 25, 2020**

### **Application**

Pennsylvania Family Institute has organized a group of Christian men and women involved in the fields of Christian ministry, education, business, law, public policy, media and public service for the purpose of sponsoring an educational opportunity, which we call the City on the Hill Youth Leadership and Worldview Conference. The students are selected on a merit basis throughout the State of Pennsylvania to participate in a fun and informative week of fellowship, study and training at Lancaster Bible College.

Highlights of the program include workshops on our Christian heritage, the government of Pennsylvania, community impact, and the influence of the news media. Fun recreation and entertainment opportunities will also be provided in the evenings to give everyone a great opportunity to get to know one another. Participants will tour the Capitol building, conduct a mock legislative session, and meet with members of the Pennsylvania Legislature. The conference will conclude with a special banquet and awards ceremony.

Students and staff will reside in dormitories located on the campus of Lancaster Bible College. Transportation during the conference, meals and program materials are included in the cost of the conference.

### **Requirements**

**Applicant must:**

- ✓ Be a Christian youth 15 – 18 years of age (unless otherwise approved by the conference administrator), enrolled in high school (or recently graduated), or currently being home schooled at the high school level;
- ✓ Desire to learn how to apply their faith to become a leader among their peers;
- ✓ Submit a completed application package postmarked by June 30, 2020.

This package contains the following forms and questions, which must be completed in full:

**APPLICATION (WITH ESSAY QUESTIONS) AND STUDENT COVENANT  
2020 CITY ON THE HILL CONFERENCE PAYMENT TEAR OFF  
MEDICAL INFORMATION & HISTORY  
PARENTAL AUTHORIZATION FORM  
MEDIA AUTHORIZATION & TRAVEL ARRANGEMENTS FORM  
LETTER OF RECOMMENDATION**

Completed applications must be postmarked by May 31, 2020, in order to assure a space at the conference. Registration is accepted until June 30, 2020, and is on a first come, first served basis.

**SEND ALL APPLICATIONS TO:**

**Pennsylvania Family Institute  
23 North Front St., Harrisburg, PA 17101**





# Get to Know You Questions

Alumni of City on the Hill?    YES   NO    (circle one)

**\*COTH alumni may skip this part of the application and move to the Student Covenant.\***

**Last**

## Activities

List church, community and school involvement below. This may include any office you currently hold or have held, club membership, after-school activities, or work experience. Give the length of involvement and the grade you were in at the time you were engaged in the activity. Please do not feel as though you must have an entry for every area.

Church Activities

Grade and Length of Involvement

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**First**

Work/Intern Experience

Grade and Length of Involvement

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School Activities

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**Student's Name**

The following questions will help our decision making process for this year's conference. Please answer the next 3 questions, **printed or typed**, on a separate sheet of paper and attach to the application. Answer *each question* in 50-100 words.

1. What are your reasons for attending this conference?
2. What is something you have accomplished about which you feel good?
3. What are your career goals and why you have set these goals?



# Student Covenant

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City on the Hill (COTH) Youth Leadership and Worldview Conference is primarily a **leadership** training/study camp for **committed Christian** teens (15 to 18 years of age). We want to make your experience here enjoyable, rewarding and challenging. The staff is committed to helping you grow as a leader and is looking forward to working with you. The development of leadership skills includes taking responsibility for your own life and conduct. Please read the following carefully:

A. *The Bible says that Christians should “think on things that are excellent” and “avoid all appearance of evil.”*

**I will maintain the highest moral standards and maintain a clear personal witness through proper conduct and modest dress.**

**I will not drink or possess alcoholic beverages while at COTH; I will not possess or use any type of illegal drugs, engage in offensive language, smoking, etc.**

B. *Leadership involves self-discipline, which means accepting personal responsibility to do those things that are expected of you “as unto the Lord.” Christian leadership involves servant-hood. Jesus said, “Whoever wishes to become great among you shall be your servant.”*

**I will attend and be prompt and attentive in all classes and activities. I will keep my belongings, room, my public areas, and myself neat and clean. I will be in my dorm by 11:00pm and in my room and quiet by 11:30pm. I will not leave my dorm room before 6:00am. I will not leave the campus without permission.**

**I will display a servant attitude toward my fellow delegates and staff.**

C. *COTH is an environment conducive to learning and personal growth, and one in which you can make friends and not be distracted by outside influences.*

**I will not bring to COTH anything that would detract from this goal; this includes radios, mp3 players, music, computers, handheld video games, cell phones, TV’s, DVD players and inappropriate literature.**

D. *COTH is held at Lancaster Bible College and the Pennsylvania State Capitol. We believe it is important to present a clear testimony for Jesus Christ among our neighbors and in the community.*

**I will respect the property, privacy, and rights of others, including those of others not associated with COTH. I will not enter the dorm room of a member of the opposite sex. I will not “pair off” with a member(s) of the opposite sex or go off on my own or with another student, without permission from COTH staff at anytime. I will not arrange any meetings with any non-City on the Hill participants. At all times I will be with three or more people at a time.**

E. *The Bible commands us to submit to authority.*

**I agree to willingly abide by the rules of City on the Hill, modeling respect for those in authority, regarding my fellow delegates with dignity, and looking for opportunities to serve.**

I have read and I agree to all of the above. I understand that I will be asked to leave at my own expense if I do not abide by the City on the Hill regulations.



Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

**Student's Name**

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## Application Check List

Please include the following items with your application:

- A Recent Photograph of You (A color photo is preferred)
- COTH Youth Leadership Conference Application Form
- Get to Know You Form and separate answer sheet
- Signed Student Covenant
- 2020 COTH Conference Payment Tear Off with the Application Fee of \$110 / \$175
- Medical Information & History
- Parental Authorization Form
- Media Authorization
- Travel Arrangements Form
- Letter of Recommendation from your Pastor, Youth Pastor or Priest (except for COTH alumni) (There is no form included in the application.)

We recommend that you keep a copy of all forms for your records especially the following:

- Signed Student Covenant
- Travel Arrangements Form

**NOTE: YOUR NAME SHOULD BE ON EACH SHEET OF PAPER YOU RETURN TO US!**



# Conference Fee Schedule

All fees may be paid by check or charge (fill out tear off form below). We accept Visa, MasterCard, Discover and American Express. Please make checks payable to the Pennsylvania Family Institute.

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**Early Application Fee:** **\$110** due at time of application for all applications **postmarked by May 31**. This fee is required of every student who applies for the conference; cancellations will not be refunded. (Students not accepted to the conference will have their fees returned.)

**Scholarships:** *Partial* scholarships may be available to first-time students who apply by May 31. Call our office at 717-545-0600 for more details before applying.

**Regular Application Fee:** **\$175** due at time of application for all applications **postmarked June 1 through June 30**.

**ALL applications must be postmarked no later than June 30, 2020 in order to be considered for COTH 2020.**

**Payment Balance:** **\$385** balance must be **postmarked by July 16, 2020**.

**We encourage students to include full fees at time of application.**

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### City On The Hill Conference Tuition Totals

**Total Conference Tuition thru May 31:**

**\$495.00** (Early Application Fee and Payment Balance)

Space availability after May 31 is on a first come, first served basis.

**Total Conference Tuition with Regular Application (June 1 thru June 30):**

**\$560.00** (Regular Application Fee and Payment Balance)

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## 2020 City on the Hill Conference Payment

Please Print Clearly in Ink

Student Name: \_\_\_\_\_ Parent Name: \_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

My check is enclosed for \$ \_\_\_\_\_.  
Please make checks payable to the *Pennsylvania Family Institute*.

Please charge \$ \_\_\_\_\_ to my credit card.  Visa  MasterCard  Discover  American Express

Card No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Exp. Date (Required) \_\_\_\_/\_\_\_\_/\_\_\_\_ 3 digit code \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

Request scholarship information - *First-time students only* - must apply by May 31, 2020.

**Student's Name**



# Fundraising Strategies

Dear City on the Hill Student,

The following information has been put together to help you think of ways to raise money for this conference. Most of it is common sense, but when you see all the ideas together they should help to save some time in the brainstorming stage.

Raising your tuition should be no trouble if you are willing to put enough time into the process. This requires more than relying on parents to remind you to look for sponsors or work. Take responsibility now and determine that you are able to, and will gather the money you need to attend.

## PRACTICAL GUIDELINES:

- 1.) Look at the calendar and figure out how much money you will have to raise each week before you make the final payment which is due July 16, 2020. Setting deadlines motivates you and at the same time offers a realistic and workable time frame in which you can accomplish your goal.
- 2.) Jobs that bring in low amounts of money should be considered. If you save, these small sums add up very quickly.

## WORK:

- 1.) Contact a staff member at your church office and let them know you have services that can be offered to people in your church who will pay you. Explain why you need the money, and ask if an advertisement could be put in the bulletin, newsletter, the bulletin board, or through the standard methods of giving out information at your church.
- 2.) Ask if there are any jobs that need to be done at the church facility. For example, some churches pay baby sitters, window washers, lawn cutters, or might need extra secretarial work done in the office.

## SPONSORS:

- 1.) Your youth group or any other group in your church might want to sponsor a fund-raising event to benefit you. An auction where goods and services are offered, a dinner, bake sale, concert, or car washes are all good fund-raising events.
- 2.) The sponsor letter we have provided you will help explain what you will be doing at City on the Hill and why you need the money to attend. Please copy and make good use of the letter provided on the next page of the application packet.

Finally, do not let rejections discourage you. Every person at some point in his or her life has not received what he or she had hoped for. The key to overcoming discouragement is not allowing it to cause you to give up. The more times you ask for work or a sponsor, the greater your chances become for raising the money you need. Just stick with the process and you will see results!

For questions regarding additional information, call (717) 545-0600.

**Last**

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**Student's Name**





Dear Friend,

The City on the Hill Youth Leadership and Worldview Conference is a fantastic opportunity for students to learn about governmental processes, to develop their leadership skills, and to increase their awareness of civic responsibilities. Throughout the six-day conference, students discuss current issues and career opportunities with lobbyists, journalists, lawyers, legislators and their staff. The students also participate in a mock legislative session where they debate actual bills in committee rooms and on the floor of the Pennsylvania Legislature. In addition to building leadership skills based on fundamental Christian principles, students have an opportunity to meet other teens that share similar values and convictions.

If skillful leadership and moral integrity are to continue in the public life of Pennsylvania, these values must be promoted and instilled in the next generation of leadership. The City on the Hill Youth Leadership and Worldview Conference is a great way for you to invest in our youth and our future. You can help by making a tax-deductible contribution to the scholarship fund. Tuition for this year's conference is \$495 per student, which includes housing, meals, materials, and transportation during the conference, and all other activities throughout the week. While students are encouraged to raise as much tuition money as they can, they need your support too. Please know that your contribution will be used exclusively for the City on the Hill conference.

Thank you for investing in the Christian leaders of tomorrow.

City on the Hill is a conference of the Pennsylvania Family Institute.  
Pennsylvania Family Institute, 23 North Front St., Harrisburg, PA 17101 (717) 545-0600

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Name \_\_\_\_\_

Address \_\_\_\_\_

Organization \_\_\_\_\_

Check: \$ \_\_\_\_\_ (payable to PA Family Institute) OR Credit Card: \$ \_\_\_\_\_

Card No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp Date (required) \_\_\_\_\_

3 digit code (required) \_\_\_\_\_ Cardholder Signature \_\_\_\_\_  
(As appears on the card)

Please use \$ \_\_\_\_\_ of my contribution for \_\_\_\_\_ tuition.  
(Student's Full Name)

Please use \$ \_\_\_\_\_ of my contribution for another student in need of assistance.

**PLEASE RETURN FORM & PAYMENT TO:**  
**Pennsylvania Family Institute**  
**23 North Front Street**  
**Harrisburg, PA 17101**

*A copy of the official registration and financial information of Pennsylvania Family Institute may be obtained from the PA Dept. of State by calling toll-free, within PA, 1-800-732-0999. Registration does not imply endorsement.*



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# Medical Information & History

Please Print Clearly in Ink

**Last**

Student's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of (Health) Insurance Company or Medical Plan: \_\_\_\_\_

Address of Company: \_\_\_\_\_

Policy Holder: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Member Number: \_\_\_\_\_

Do you have a family doctor? (circle one) YES NO

Name of Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Are you currently under a doctor's care? (circle one) YES NO

If yes, please explain: \_\_\_\_\_

Have you had an unfavorable reaction to any of the following medications? (Please circle correct response)

Penicillin Yes No

Novocain Yes No

Antibiotics Yes No

Procaine Yes No

Sulfa Yes No

Other \_\_\_\_\_

Date of Last Tetanus shot: \_\_\_\_\_

List any Diseases you have or had: \_\_\_\_\_

List all medication you are taking, prescription and non-prescription: \_\_\_\_\_

List all allergies you have including food allergies: \_\_\_\_\_

List any dietary restrictions: \_\_\_\_\_

Describe any physical condition that would require special arrangements: \_\_\_\_\_

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**Student's Name**



# Parental Authorization Form

I hereby give my permission for my child to:

- A) Receive medical care and treatment of minor injuries, in the unlikely event of an emergency
- B) Participate in all activities of the 2020 City on the Hill Youth Leadership Conference

Signature of Parent/Guardian: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Date: \_\_\_\_\_

**Important: All students must have this form filled out and on file with the conference administrator prior to the conference.**

**NOTIFY IN CASE OF EMERGENCY (Please Print Clearly in Ink)**

## FIRST CONTACT:

Parent(s) or Legal Guardian Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Number & Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Home Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Work Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## SECOND CONTACT:

Parent(s) or Legal Guardian Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Number & Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Home Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Work Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Student's Name  
Last  
First



# Media Authorization

Student's Name

Last

By affixing my signature below, I certify that I am the parent of (or legal guardian of, or I am 18 years old) \_\_\_\_\_

(Name of Student)

and I do hereby grant my permission to the Pennsylvania Family Institute to publish, reprint, and/or use indefinitely photographs, video and audio of the above-mentioned student taken during the July 19-25, 2020 City on the Hill Youth Conference and the events in conjunction, in any way they deem appropriate.

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\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date



# Travel Arrangements Form

Please fill out the following form to better ensure a smooth and affordable arrival to the City on the Hill 2020 Youth Leadership Conference.

Last

- I have not yet made travel arrangements, but **will contact** you to confirm my arrangements.
- I have already made my travel arrangements. (Please continue with the rest of the form.)

### I will be arriving by:

- CAR** - Dropped off by my parents or friends
- CAR** - Driving myself to the conference

Vehicle Make \_\_\_\_\_ Model \_\_\_\_\_ Reg # \_\_\_\_\_ Year \_\_\_\_\_

Please note: *Upon arrival all vehicles will be parked and remain there until departure from the conference.*

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- PLANE** - Arrival Airline \_\_\_\_\_ Airport Name \_\_\_\_\_  
Arrival Time \_\_\_\_\_ Flight Number \_\_\_\_\_ Date \_\_\_\_\_

Departure Airline \_\_\_\_\_ Airport Name \_\_\_\_\_

Departure Time \_\_\_\_\_ Flight Number \_\_\_\_\_ Date \_\_\_\_\_

- AMTRAK** - Arrival Station \_\_\_\_\_ Train Number \_\_\_\_\_  
Arrival Date \_\_\_\_\_ Arrival Time \_\_\_\_\_

Departure Station \_\_\_\_\_ Train Number \_\_\_\_\_

Departure Date \_\_\_\_\_ Departure Time \_\_\_\_\_

- BUS** - Arrival Bus Line \_\_\_\_\_ Bus Number \_\_\_\_\_  
Arrival Date \_\_\_\_\_ Arrival Time \_\_\_\_\_

Departure Bus Line \_\_\_\_\_ Bus Number \_\_\_\_\_

Departure Date \_\_\_\_\_ Departure Time \_\_\_\_\_

We will have a COTH staff person meet you and pick you up from the Harrisburg airport, Lancaster train station or bus station or anywhere in Harrisburg or Lancaster. We will also do the same to ensure that you make your departure home. If you have any questions, please contact Emily Kreps (717) 545-0600 x101 or [ekreps@pafamily.org](mailto:ekreps@pafamily.org).

**It is your responsibility to keep us informed of any changes. Thank you.**

