



Stiftung für junge Auslandschweizer
Fondation pour les enfants suisses à l'étranger
Fondazione per i giovani svizzeri all'estero
Fundaziun per giuvens svizzers a l'ester

User guide

Registering for an FYSA holiday camp

Dear summer camp supporter,

We are pleased that you would like to register your child for one of our holiday camps in Switzerland. Please note the following three points:

- The registration process outlined below needs to be completed for each child. It is not possible to register more than one child in the same process.
- If you end the registration process at or after step 10, you may experience problems completing a new registration for the same holiday camp or a different one. To avoid that happening, please only open a registration form in the database when you are certain that you wish to register your child for this holiday camp.
- We can only accept registrations made via our database.

Registrations for all Foundation for Young Swiss Abroad (FYSA) holiday camps can be started on the homepage at: <https://sjas.ch/en/camps/registration/>

The screenshot shows the FYSA website homepage. At the top right, there is a language navigation menu with options: DE, EN, FR, IT, ES, and CONTACT. Below this is a navigation bar with links: ABOUT US, CAMPS, BECOMING A CAMP LEADER, and PARTNERS. A red circle with the number '1' highlights the 'CAMPS' link. Below the navigation bar, the main heading is 'Our forthcoming camps'. To the right, there is a 'More about:' section with links to: PRIVACY POLICY, FORM FOR CAMP FEE REDUCTION, GENERAL TERMS AND CONDITIONS SUMMER 2021, and HOLIDAY CAMP COVID INFORMATION 2021. A red circle with the number '2' highlights this section. Below the heading, there is a paragraph of text and a link to a document. A red circle with the number '3' highlights a table of summer camps. To the right of the table is a map of Switzerland with a red pin and the number '1' indicating the location of the first camp.

Our programmes allow children of the Swiss Abroad to get to know Switzerland. Given the current situation with the global pandemic, more work and planning are now needed to ensure all attendees have a healthy experience.

We urge you to read the document [Holiday camp COVID information 2021](#) carefully before completing the registration form. If you have any questions, you can contact us either by telephone or email during business hours, from Monday to Thursday.

If you are over 15 years old, please contact the [SwissCommunity - Organisation of the Swiss Abroad](#).

WHERE	WHEN	AGE GROUP
1 - Summer camp in Château d'Oex VD	26 Jun - 09 Jul	12-14

1 Select your preferred language for the entire registration process via the language navigation on our homepage.

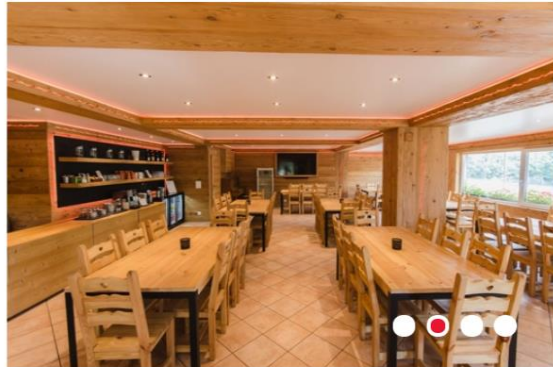
2 Please read the documents about our holiday camps carefully before you begin the registration process.

3 You will see an overview of all FYSA holiday camps on the start page. Click on the holiday camp that your child would like to attend. Please note the application completion date and age group for the holiday camp to which you are applying (you can read more about our age groups in our [GTC](#)).



4 Summer camp in Château d'Oex VD
26. June - 9. July 2021

Age group: 12-14 years
 Number of participants: 36
 Cost: CHF 900
 Accommodation: Holiday home "Le vieux Chalet"
 Region: Vaud Alps
 Registration deadline: March 15, 2021
 Programme: [View programme](#)

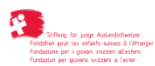


5 REGISTRATION



4 A new window will open on the homepage with summary information about your selected holiday camp.

5 Click REGISTRATION and you will be forwarded to our database.



Château d'Oex VD

REGISTER

8

Dates	26.06.2021 - 09.07.2021
Costs	CHF 900.-
Operated by	Foundation for Young Swiss Abroad
Age group	12 - 14
Place/Address	1660 Château d'Oex VD / Route de la Frasse 57

6

Contact Person

Elena Tarozzo
 Alpenstrasse 26
 3006 Bern
info@sjas.ch
 +41 31 356 61 16 Work

Registration

Start of application period	28.01.2021
End of application period	15.03.2021
Registrations	0 registered for 31 places
External applications	https://db.sjas.ch/en/groups/1/public_events/1

7

Application conditions Look at our general conditions:
https://sjas.ch/media/pdfs/AGB_Ferienlager_E_Sommer_2021_

6 The database homepage will again display summary information about your selected holiday camp.

7 The database also contains details of how many places are available at your selected holiday camp. If you register your child for a holiday camp that is already full, you will automatically be added to the waiting list.

8 You can start registering your child by clicking on the REGISTER field.



Register

You must log in for the registration of the event 'Château d'Oex VD'.

Login

Main e-mail

Password

Remember me

SIGN IN

[Forgot your password?](#)

Do not have a Login?

Please enter your email address so you can register for the event.

Main e-mail



FURTHER



Version 1.22.18
• hitobito (729f4614)

9 Give a valid email address to which you have unrestricted access. You will receive an automatic response to this email address following your registration. We will also send all the information about your selected holiday camp to the address provided here (more on the correspondence email address under Point 12).

Please note: Everyone who registers for a holiday camp through our database needs their own email address, which they will use for subsequent logins. This means that each email address can only be used once.

10 You can continue the registration process by clicking FURTHER.

Collect contact data

Please fill out the form below before signing up for the event.

1 Contact data **11** 2 Registration

SAVE Cancel

First name*

Last name*

Address*

Postal Code*

Place*

Country*

Main e-mail* Is used as login **12**

Further e-mails [Add an entry](#)

11 Enter your child's contact details on the first page of the registration.

12 We will send you all additional holiday camp information to your main email address (see Point 9). You can add an additional address via ADD AN ENTRY, if you would like to receive the holiday camp information to another email address. Please add the key word "Korrespondenz" under DESIGNATION.

Further e-mails [Remove](#)



[Add an entry](#)

Phone numbers* Please register the international prefix. [Remove](#)

13 Add an entry

Gender* male female unknown

Birthdate* (dd.mm.yyy)

Place of origin incl. Canton*

German* First language Good knowledge Basic knowledge No knowledge

French* First language Good knowledge Basic knowledge No knowledge

Italian* First language Good knowledge Basic knowledge No knowledge

English* First language Good knowledge Basic knowledge No knowledge

Spanish* First language Good knowledge Basic knowledge No knowledge

Other first language

14

13 Select ADD AN ENTRY for the telephone numbers and store your telephone number as your child’s parents or guardian. You can use the dropdown window to indicate to whom the phone number belongs. Always include the international dialling code.

14 When you have completed all the mandatory fields, click SAVE to continue the registration process.

GROUPS

FOUNDATION FOR YOUNG SWISS ABROAD

EXTERNE OFFICE
CAMP LEADERS
FOUNDATION COUNCIL
PARTICIPANTS

CANTONAL COMMITTEES
GR
SO/AG
SZ
VD/NE
ZG
ZH

EVENTS

CAMPS

SETTINGS

MINNA MUSTER
DE EN FR IT
SIGN OUT

Château d'Oex VD
INFO

15 Register as Participant

Your personal data are recorded. Please set now the information for the application.

1 Contact data 2 **Registration**

1. Has your child attended any of our camps in previous years? *

Yes
 No

2. If so: when and where? (please indicate summer and winter camps)

3. Does your child attend a Swiss School abroad? *

Yes
 No

4. First name and last name of father and/or mother *

5. Parents' language of correspondence *

English
 German
 French

15 Continue the registration. If you want to edit your child’s contact details during the registration process, you can click the back icon on your internet browser.

6. I will apply for [camp fee reduction](#). *

I will

I will not

7. I accept the [general registration terms](#). *

I accept

8. I accept the sheet [Holiday camp COVID information 2021](#). *

I accept

9. I agree that my data and those of my child will be processed for the purpose of his/her registration in accordance with the [privacy policy](#). *

I agree

Comments

* = Reply mandatory

REGISTER Cancel

16

17

16 You must indicate your agreement with our GTC, privacy policy and the “Holiday Camp COVID Information 2021” document. You can find the link to the documents in the form.

17 Complete the registration process by clicking on REGISTER.

OFFICE

CAMP LEADERS

FOUNDATION COUNCIL

PARTICIPANTS

CANTONAL COMMITTEES

GR

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ZG

ZH

EVENTS

CAMPS

SETTINGS

MINNA MUSTER

DE EN FR IT

SIGN OUT

Minna Muster

[PRINT](#) [CHANGE CONTACT DATA](#)

Participation from *Minna Muster* in *Château d'Esch VD* has successfully been created. Please check the contact data, and update them if necessary.

Minna Muster

Alpenstrasse 26
3006 Berne

test@sjas.ch

+41 31 356 61 00 Private

Main layer	
Birth day	01.01.2007 (14 years old)
Gender	female
Registration date	28.01.2021
Place of origin incl. Canton	Berne BE
German	Good knowledge
French	Basic knowledge
Italian	Good knowledge
English	First language
Spanish	No knowledge

Registration to

Elena Tarozzo

Alpenstrasse 26
3006 Bern

info@sjas.ch

+41 31 356 61 16 Work

Roles

Participant

18

19

18 Check your child’s contact information again. You can edit your information via CHANGE CONTACT DATA.

19 Click SIGN OUT to exit the database.

Following the registration, you will receive an email from the database (Hitobito) at your main email address with your child’s registration details. Please check your Spam folder if you do not receive the email.