

# 7-Step Registration Guide for iBme Retreats

**Please note:** Add [contact@ibme.com](mailto:contact@ibme.com) to your safe-senders list, and check spam regularly for our emails. Email is our main tool for communication. Thank you!

## #1 **Decide.**

**We welcome teens to make the empowering decision to attend an iBme mindfulness retreat.** If you are a parent/guardian, support your teen in making the decision themselves to attend retreat. We do not accept applications from parents/guardians on behalf of a teen without the teen's consent.

## #2 **Register.**

**Fill out the registration form** with basic info, and pay the non-refundable \$35 registration fee. You will then receive a link to complete the full application (step #3). **Please note:** This step does not yet ensure you have a spot on retreat.

*Can't afford the deposit?  
Email [registrar@ibme.com](mailto:registrar@ibme.com).  
We can waive the fee.*

## #3 **Apply.**

Check the email you used in the registration form for the link to **complete your full application**. To ensure your spot is reserved, submit your application as soon as possible. Retreats fill up quickly, and your spot is not promised until your application is completed and submitted.

Teen under 18? Parts of this application need to be filled out by the parent/guardian \*and\* teen. We do ask for a lot of info, and that's for a reason! iBme's retreats are in-depth and highly specialized for every teen in attendance to have a safe, nourishing experience.

## #4 **Confirm.**

When you click "submit" on your 8-page application, you will automatically and immediately **receive an email confirming submission**.

If you do not get an email, we have not received your application! Please follow up with [registrar@ibme.com](mailto:registrar@ibme.com) for any questions or problems. Thank you!

## #5a **Call.**

**Within a week, you will receive an update from the registrar** with the next step in your application process.

If this is your first time on retreat, we will schedule a one-on-one New Student call with the teen and a member of iBme's registration staff.



## #5b Check-in.

If you are returning on retreat and have experienced significant mental health challenges in the past, or have had significant change in your health since the last retreat, **we may also require you to have a call with our mental health coordinator.**

## Our tenets.

**We make sure every teen who attends our retreats:**

- feels safe on retreat
- can be kept safe and supported with our level of programming
- has all the pre-retreat information they need
- knows our expectations of being on a retreat which upholds periods of silence and a tech-free environment

## #6 You're in!

### First Time Participants

Once you have had a call, and the register has approved you to come on retreat, you'll receive an email saying "You're Approved"!

### Returning Participants

Once we have reviewed your application and any needs you have/ followed up with you, you'll receive an email saying "You're Approved"!

### 6 Weeks Before Retreat

Detailed information will be emailed to you about on-site contacts, shuttle meeting points, and more. In the meantime, check out the **Prep for Your Retreat** webpage for FAQs.

## #7 Pay + sign.

**Last step!** Payment & e-signature are due 3 weeks before retreat begins. Thank you!

## Tuition.

**Tuition is on a sliding scale of \$0 - \$2,500, based on household income.**

Households that make \$250,000+ a year: tuition is full price at \$2,500.

Households that make less than \$250,000 a year: tuition is 1% of household income.

Annual Income	Sliding Scale Tuition
\$25,000	\$250
\$75,000	\$750
\$137,000	\$1,370
\$226,000	\$2,260
\$250,000+	\$2,500 (full tuition)

This means if your income is \$50,000 a year, your retreat tuition is \$500; if your income is \$100,000 a year, your tuition is \$1,000. If you do not have the financial means to pay on this sliding scale, please make note of that in your application in the "extenuating circumstances" section of the tuition page. Thank you!

**Every teen is welcome, no matter their financial situation!**

