

COLLEGE *for* Creative STUDIES

### Chaperone Waiver Form

All chaperone waiver requests must be made using this form and must be submitted in hard copy to Academic Affairs for academic trips and Student Affairs for non-academic trips. This form must be submitted a minimum of two weeks prior to proposed trip date.

Sponsoring Department/Organization: \_\_\_\_\_

Trip Destination: \_\_\_\_\_

Description of Trip:

A student leader must be designated for a chaperone waiver to be granted. The student leader must attend the trip and abide by the College Chaperone Policy. List the designated student leader:

Name: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

By signing this form, the designated student leader agrees to abide by all College policies and procedures related to field trips, travel requirements, and to uphold all College policies related to student conduct including but not limited to the College's Drug and Alcohol Policy, Student Code of Conduct, and Policy on Sexual Misconduct (Title IX). All policies can be found at <https://policy.collegeforcreativestudies.edu/>. Student leaders are required to collect and have available to them during the trip a full participant list, contact information, student emergency contact information, and relevant College contact information.

Signed: \_\_\_\_\_  
Student Leader

Date: \_\_\_\_\_

Chaperone Waiver Granted: Yes  No

Signed: \_\_\_\_\_  
Academic Affairs/Dean of Students

Date: \_\_\_\_\_