



### **Waivers and Informed Consent Forms for Activities and Field Trips**

Faculty, Staff, and Students organize and participant in a wide range of activities and trips to support the mission of the College. Activities/trips may be routine and low risk or high risk and infrequent. Low risk activities/trips may include a job fair or lecture. High risk activities may include swimming, zip-lining, participation in a sport, or travel abroad. Most off-campus and domestic travel/trips can be classified as voluntary field trips or mandatory academic field trips.

**Mandatory academic activities/trips** use an informed consent and assumption of risk form.

Mandatory academic activities/field trips are a required component of a student's coursework. For Faculty and Staff coordinating a mandatory academic activity/trip, it is recommended that you use an informed consent and assumption of risk form to make students aware of the risks associated with the activities of the trip as well as the Ursinus practices and/or policies that are in place to promote the safety and well-being of participants. For example, for a field trip to an outdoors location, you may want to include the need for long pants and shirts, hat, boots, insect repellent, medications, water, etc.

[Informed Consent and Assumption of Risk Form for Mandatory Academic Field Trips](#)

**Voluntary activities/field trips** use an informed consent, assumption of risk, waiver and indemnification form.

Voluntary activities/trips are distinguished from mandatory academic activities/field trips as not being required for academic credit. If you are coordinating a voluntary activity or trip, it is required that you have students sign off on a waiver that provides basic details on the trip and alerts them to the trip's specific risks.

[Informed Consent, Assumption of Risk, Waiver and Indemnification Form](#)

Waivers and informed consent forms should be maintained by department for five years. If you are unsure if your planned activity or trip should have a waiver or consent form, contact the [EHS/Risk Manager](#) or [College Counsel](#).