



**STUDENT TRIP REGISTRATION FORM**

Please complete every line, using NA where not applicable. Be sure to complete all pages and sign where indicated.

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

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

KSU # : \_\_\_\_\_ Date of Birth: \_\_\_\_\_

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

Trip Date (s): \_\_\_\_\_

Trip semester:  Fall  Spring  Summer

Student **MUST** be registered during semester of travel.

Sponsoring Organization: \_\_\_\_\_

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

Trip Leader/Advisor(s): \_\_\_\_\_

**Name, Address and phone number of person to be contacted in case of emergency:**

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

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

Phone(s): \_\_\_\_\_ Relationship: \_\_\_\_\_

Have you signed the *Waiver of Liability and Covenant Not to Sue*?  Yes  No

Have you signed the *Alcohol Policy Form*?  Yes  No

List any allergies that you have (including food or drug allergies):

List any medications you are currently taking:

I agree that as a participant in this school sponsored trip, I will be responsible for my own actions at all times.

 \_\_\_\_\_  
Signed \_\_\_\_\_ Dated \_\_\_\_\_

## NOTICE TO ALL PERSONS PARTICIPATING IN KENNESAW STATE UNIVERSITY TRAVEL

All participants in Kennesaw State University sponsored travel are required to sign the *Release, Waiver of Liability and Covenant Not to Sue* below.

I acknowledge that I am solely responsible for any hospital or other costs arising out of any bodily injury or property damage sustained through my participation in such voluntary travel. In this regard, my health and accident insurance policy is provided by the provider named below.

Do you have insurance?  Yes  No

If yes, name of insurance company: \_\_\_\_\_

### RELEASE, WAIVER OF LIABILITY AND COVENANT NOT TO SUE

*(Read carefully before signing)*

The undersigned hereby acknowledges that participation in any extracurricular activity involves some risk and assumes all such risks. The undersigned hereby agrees that for the consideration of Kennesaw State University allowing the undersigned to participate in travel the undersigned participant does hereby waive liability, release and forever discharge the Institution and the Board of Regents of the University System of Georgia, its members individually, and its officers, agents, and employees of and from any and all claims, demands, rights and causes of action of whatever kind of nature, arising out of all known and unknown, foreseen and unforeseen bodily and personal injuries, damage to property and the consequences thereof, including death, resulting from my voluntary participation in or in any way connected with such travel.

I further covenant and agree that for the consideration stated above I will not sue the Institution, the Board of Regents of the University System of Georgia, its members individually, its officers, agents, or employees for any claim for damage arising or growing out of my voluntary participation in school travel

I understand that the acceptance of this release, waiver of liability and covenant not to sue the Institution or the Board of Regents of the University System of Georgia or any agent or employees thereof, shall not constitute a waiver, in whole or in part, of sovereign or official immunity by said Boards, its members, officers, agents, and employees.

Further, I understand that this release, waiver of liability and covenant not to sue shall be effective during the time period indicated below while I am enrolled or employed at Kennesaw Stated University.

I certify that I am \_\_\_\_\_ years of age and that I have read the above carefully before signing.

Name of Student (*Please Print*): \_\_\_\_\_

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

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

# Kennesaw State University Policy on the Use and Possession of Drugs, Including Alcohol

## V. Use and Possession of Drugs, Including Alcohol

Use and/or possession of drugs (controlled substances is/are prohibited). The Kennesaw State University Alcohol Policy is as followed:

a) Kennesaw State University expressly prohibits the use, possession, sale or distribution of alcoholic beverages on campus by any campus constituency. Alcoholic beverages may be served at off-campus activities to adults of legal drinking age for the state in which the activity is being held, providing that a responsible club or organization representative acknowledges responsibility for monitoring alcohol consumption. Student Activity funds or institutional funds may not be used for the purchase of alcoholic beverages.

Kennesaw State University is committed to recognizing, upholding, and enforcing the laws of the state of Georgia. Violation of those state laws, shall not be condoned on the campus or at any activity held off campus by any constituency.

Exceptions to the policy of no alcohol on campus may from time to time be permitted at the discretion of the president.

b) All student organizations must submit an "Acknowledgement of Alcohol Policy" from to the Vice President for Student Success and Enrollment Services during the first week of classes each fall semester and each time there is a change in either the president or advisor of the organization. By their signatures, the president and an advisor are assuring Kennesaw State University that they and individual responsible for the group's social events understand the Kennesaw State University Alcohol Policy and state laws regarding the service and consumption of alcoholic beverages.

c) Alcoholic beverages will be allowed only for functions at which alcohol is not the focal point, reason for, or the "drawing card" for the event. Organizations choosing to advertise the service of alcoholic beverages at functions will not make reference to the quantity of or overindulgence in alcoholic beverages. Reference will also be made to serving of food and alternative beverages, and the checking of driver's licenses.

d) Any activity (especially those competitive in nature) contributing to the overindulgence of alcohol is, by these guidelines, prohibited.

e) Any violation of this policy at any club or organization activity shall be reported to the Vice President for Student Success and Enrollment Services by the designated monitor(s) verbally within 24 hours of returning to campus and followed by a written report within 3 working days. The Kennesaw State University Department of Campus Police shall report any violation of this policy, whether at an activity or on an individual basis, to the Vice President of Student Success and Enrollment Services shall then be responsible for disciplinary action according to established University non-academic disciplinary procedures. Possible sanctions shall be the same as those for other violations of non-academic University rules and regulations as provided for in the University student code of conduct.

*~ From the Kennesaw State University Policy and Procedures*

**Name (Please Print):** \_\_\_\_\_

**Organization/Activity:** \_\_\_\_\_

*My signature below indicates that I have read the above Kennesaw State University Policy on the use and possession of drugs, including alcohol, and that I agree to abide by this policy as a participant in the indicated activity.*

 \_\_\_\_\_  
Signature Dated

*Please complete and return all pages to the Student Life Center at least one (1) week prior to the stated travel.  
For more information, contact the Center at 770-423-6280.*