

(for projects only)

In State					
Out of State					
Foreign					

Travel A	Authoriz	ation f	or S	tuden	t Gr	oups/Sti	uden	t Da	te:		-	
Division/Department:						Group Name:(All participant information on next page)						
Sponsor/A (As it appea	Advisor/Co	Dach Nam ort or Drive	ne: r's Lice	ense)				t information 				
ADP Employee ID:							Check	one: 🗆 Fa	aculty 🗆	Staff		
Travel Pu	rpose:											
Proposed	Itinerary:				T							
					Destination							
Depart Da	ate	Return Date			City			State		Country	У	
Proposed	Use of Fu	nds:										
								Airfare or other				
Lodging \$									\$			
Meals		\$						Personal A	Auto:			
Registrati		\$						Miles				
Misc/Oth	er	\$						Rate		\$		
									\$			
								Rental Car	•	\$		
				Tot	tal \$_							
Proposed	Source of	Funds:		1		T	1					
	Fund	Dept	ID	Progr	am	Class	**	Project (Oth	ner)		Amount	
Ln 1											\$	
Ln 2											\$	
Ln 3											\$	
Approvin	g Officials											
Print Name Signature							Date					
Print Name Signatu				ature	ature				Date			
**Director, Sponsored Operations Signature							 Date		<del></del>			



## **University Funded Student Group Travel Addendum**

Name	Student ID	Age*	Contact Info (Phone Number)	Emergency Contact (Name & Phone Number)	Release Form (Y/N)

<sup>\*</sup>Students under 18 years of age must provide signed release from parent or guardian.



## University Funded Student Group Travel Release Form STATEMENT OF RESPONSIBILITY AND AUTHORIZATION WAIVER. RELEASE AND INDEMNIFICATION AGREEMENT

Participation in a student travel program sponsored by the University of West Georgia and/or the University System of Georgia involves some risks including physical injury, illness, or loss of personal property. For the sole consideration of the University of West Georgia's and/or the University System of Georgia's allowing the participation in student travel or any related activities for which, or in connection with which, the University of West Georgia and the University System of Georgia have made available any equipment, facilities, grounds, or personnel for such programs or activities, any individual who completes the required paperwork and participates (hereinafter the "Participant") hereby releases and forever discharges the University of West Georgia and the Board of Regents of the University System of Georgia, its members individually, and its officers, agents and employees, from any and all claims, demands, rights and causes of action of whatever kind or nature, arising from and by reason of any and all known and unknown, foreseen and unforeseen bodily and personal injuries, including death, damages to property and the consequences thereof, resulting from participation in, or being in any way connected with, the University of West Georgia and/or the University System of Georgia and related activities.

Participant accepts that this Release and Waiver of Liability by the University of West Georgia and the Board of Regents of the University System of Georgia shall not constitute a waiver in whole or in part of sovereign immunity by said Board, its members, officers, agents, and employees.

Participant understands that there is no health insurance coverage provided by the University during travel (domestic travel only). Participant is responsible for maintaining accident and health insurance for individual protection, and may be held responsible for any or all health-related expenses, including any special travel accommodations. Participant absolves the University of responsibility and all liability for any injuries, illnesses, claims, damages, charges, bills and/or expenses incurred while participating in student travel. Participant certifies that to the best of his/her knowledge, he/she is in good health and physically capable of undertaking this travel. Participant agrees to consult his/her physician concerning any limiting conditions or special precautions necessary to the protection of his/her health, and to inform the University of West Georgia of any limiting conditions or special precautions recommended by the physician.

Participant will comply with all University standards, rules, and policies for student behavior and agrees that the University has the right to enforce such standards and policies and may impose sanctions for any behavior detrimental or incompatible with the interest or welfare of the University or program. The University reserves the right to decline to accept or retain any Participant in the Program at any time should his/her actions or general behavior impede the operation of the Program or the rights or welfare of any person. Similarly, if conduct by a Participant violates any policy or procedure of the University, Participant may be required to leave the Program in the sole discretion of the University's agents and representatives, and may be referred to the appropriate University officials for further disciplinary or other action.

Participant agrees that this Statement of Responsibility and Authorization, Waiver, Release and Indemnification Agreement, is to be construed under the laws of the State of Georgia, U.S.A., and that if any portion hereof is held invalid, the balance hereof shall, notwithstanding, continue in full legal force and effect. Participant has read the above statement carefully, understands its terms, and has consented to its terms knowingly and voluntarily.

Participant understands that this Agreement shall be effective for a period of one year from this date.

Participant Name	University ID #	Signature*	Date

<sup>\*</sup> If student is under 18, signature of parent or guardian is required.