

# Programs Involving Minors Registration Form

Please complete this form if you are Weber State University faculty, staff, student, or volunteer, and are responsible for organizing a program that will include minors (anyone under the age of 18). Facility/event host must also complete this form for non-University entity operating a program on University Premises that includes Minors as participants. This form must be submitted to Risk Management at least 21 days before program start date.

Send the completed form to [risk@weber.edu](mailto:risk@weber.edu) or [amkina@weber.edu](mailto:amkina@weber.edu)

Name of Program \_\_\_\_\_

Department \_\_\_\_\_

Program Director \_\_\_\_\_ Phone # \_\_\_\_\_

Email \_\_\_\_\_

**Description of the program, the role of minors in the program, and any skills that participating minors require:**

**Does this program run continuously (regularly carried on)?**

☐ Yes

☐ No Start Date \_\_\_\_\_ End Date \_\_\_\_\_

*\*Multiyear programs will be required to reregister annually*

**Will the program involve one-on-one interaction between a program staff member or volunteer and a minor out of the view of others?** *(Unsupervised interaction between any adult and a participant without at least one other Authorized Adult, parent or legal guardian being present)*

☐ Yes

☐ No

☐ Not applicable

**Program hours**

☐ Half day

☐ Full day

☐ Residential/overnight

☐ Multiple days Start Date \_\_\_\_\_ End Date \_\_\_\_\_



**WEBER STATE UNIVERSITY**  
Risk Management

[weber.edu/risk](http://weber.edu/risk)

## Participants and Supervision

Approximate number of participating minors \_\_\_\_\_

Age range of participating minors \_\_\_\_\_

Number of Program Staff \_\_\_\_\_

Number of volunteer staff \_\_\_\_\_

Have volunteers completed the volunteer services application? \_\_\_\_\_

### What type of activities will be the participants be involved in? Check all that apply

- ☐ Conference
- ☐ Laboratories
- ☐ Metal, woodworking, automotive shops, ceramics or other workshops containing power tools, equipment and/or machinery with exposed moving parts
- ☐ Athletic, theater, or other University facilities
- ☐ Dangerous materials including but not limited to bows and arrows, pressurized projectiles, hand or power tools, sharp instruments, or ignitable/noxious chemicals
- ☐ Other: \_\_\_\_\_

List Weber State University facilities the program will use:

List non-Weber State University facilities the program will use:

How will minors be transported to and from program activities?

