

Acknowledgement of Risk and Waiver of Liability Form (“Form”)

When is a Form required?

A Form is required for participation in Oregon Tech organized activities (including student clubs and groups) where there is a reasonable likelihood of bodily injury, property damage, permanent disability, paralysis or death to the participants. These risks may result from the participation in the activity, the acts of others, or the unavailability of emergency medical care or immediate staff response.

What are examples of activities that require a Form?

Hiking, skiing, paintball, climbing, swimming, club sports, ice skating, rafting, snowboarding, horseback riding, and rock climbing. Please note that the above list is an example of activities and not intended to be an exhaustive list of the activities that require a Form.

What are examples of activities that do not require a Form?

- Attending a cultural performance
- Attending an athletic event
- Visiting a museum
- Going to the movies

What fields must be completed on the Form?

- Group
- Date(s)
- Activity
- Participant Information
- Specific types of potential injuries listed after the first full paragraph of the Form
- Emergency contact information
- Date and Signature
- Parent/Guardian Date and Signature (if applicable)

Who needs to sign a Form?

All individuals that participate in the Oregon Tech organized activity must sign the Form, including, but not limited to: students, faculty, staff, and guests.

What if the participant is a minor?

A parent or guardian must sign the Form if the participant is a minor (under the age of 18).

Who do I give the signed Form to?

The fully completed Form should be submitted to the Campus Life office prior to the start of the trip or activity. Campus Life or the Risk Management office will retain the Forms for a period of 3 years after the conclusion of the event.

What should I do if someone attempts to modify the release?

Any individual that alters the Form, except for the form fill sections, is not permitted to participate in the activity. If a participant has a question or concern with the Form, please have them contact Risk Management at 503-821-1277.

Can I sign one Form for all activities?

A single Form may be completed for the academic year for the same activity that will occur on multiple dates and times. On the Form, the participant should list “20__ – 20__ Academic Year” (fill in the applicable years) in the Date field. The Form cannot be used for different activities – i.e. “all outdoor sports”, “Paintball and Hiking”.

What do I do if someone is injured or property damaged during the activity?

In the case of an emergency, **immediately call 911**. Participants should report all accidents and injuries immediately, or as soon as it is safe to do so to Student Affairs (541-885-1011) and Risk Management (541-885-1133 or 503-821-1277). Incidents must also be reported by completing the Oregon Tech Incident Report found at www.oit.edu/faculty-staff/risk-management.