Sooner Discovery
Minors on Campus Policy

This policy is designed for The Sooner Discovery Program in an effort to accommodate and ensure the safety of minors at the University of Oklahoma’s Sooner Discovery program.

This policy is also modified from the University of Oklahoma’s Minors on Campus policy that can be found http://www.ou.edu/web/landing/policy.html. The University of Oklahoma has a variety of programs that attract minors to campus. Please note, these guidelines may not encompass each and every encounter with a minor and should be flexible depending on the circumstances and with the approval of either a supervisor in charge of the area or facility or by the Office of Legal Counsel.

General Minors on Campus Guidelines

Reporting Requirements
A minor is anyone under the age of 18.

General Rule:
• If anyone reasonably suspects the abuse or neglect of a minor, it is his/her duty to report it immediately. The Oklahoma DHS hotline for reporting is 1-800-522-3511.

• Additionally, notify Campus Police (OUPD) at 405-325-2864, the University Sexual Misconduct Offer at 405-325-2215 (when it involves sexual misconduct or sexual harassment) and the supervisor of any suspicions.

• Reasonable Suspicion: One does not have to know for certain that abuse is taking place. Reasonable belief or suspicion that child abuse has occurred is sufficient. When in doubt, report it.

I. General Program Information

Description of the Program
Sooner Discovery is a four-week residential college program that provides rising high school juniors and seniors the opportunity to take college courses and earn credit, learn from outstanding faculty and engage in the community with student leaders. Sooner Discovery allows students to experience life as a Sooner on campus.

Sooner Discovery students may be classified as minors as they will have just finished their sophomore or junior year of high school.

Candidates for the Sooner Discovery program are required to supply the following information which will be evaluated by Sooner Discovery staff:

a. Test Scores
b. School Transcripts
c. Concurrent Enrollment Request Form
d. Sooner Discovery Teacher Recommendation form to include assessment of maturity required to handle living away from home and managing courses.
e. Short personal essay.

This policy is adapted from Boston College’s Boston College Experience Program.
Before being admitted to Sooner Discovery, students must be admitted to the University of Oklahoma via the concurrent enrollment application. The Concurrent Enrollment application is available online at ou.edu/ce.

Sooner Discovery staff evaluates each of the above criteria to make admission decisions.

Students in Sooner Discovery will be taking up to 6 hours of courses for credit, thus enabling them to be concurrent enrollment students at the University of Oklahoma.

*Important Note: Anyone referred to as Peer Advisor may interchangeably be also referred to as a Discovery Guide. The two positions are the exact same.*

**Employees with primary responsibility for the program include:**

1. Nick Hathaway, Executive Vice President and Vice President of Administration and Finance
2. Robin Stroud, Assistant Vice President, Administration and Finance
3. Steven Lee, Assistant Director of Student Life, Summer Programs
4. Delaney Nash, Graduate Assistant for Summer Programs

**Below are the names and email addresses of adults on the Sooner Discovery staff.**

Note: No one should be listed below unless they have completed a self-disclosure form and completed a Background check in compliance with the University of Oklahoma’s Minors on Campus Policy.

<table>
<thead>
<tr>
<th>Name</th>
<th>Email Address</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steven Lee</td>
<td><a href="mailto:stevenlee@ou.edu">stevenlee@ou.edu</a></td>
<td>Sooner Discovery Staff</td>
</tr>
<tr>
<td>Delaney Nash</td>
<td><a href="mailto:delaneynash@ou.edu">delaneynash@ou.edu</a></td>
<td>Sooner Discovery Staff</td>
</tr>
</tbody>
</table>

**Attachments:**

- Missing Student Protocol
- Sooner Discovery Sign Out Form
- Attachment C of OU’s Minors on Campus Policy
- Attachment D of OU’s Minors on Campus Policy

**Return forms via email, fax OR mail:**

minorsoncampus@ou.edu | Fax: (405) 325-7238

Mail: Risk Management 905 Asp Ave. Room 112 Norman, Oklahoma 73019-6041

**II. Communication Plan**

This communication plan will include:

- A procedure for obtaining and organizing contact information for participants’ parents or legal guardians, as well as emergency contacts if the aforementioned guardians are unavailable.
- A procedure for notification of all participants parents or legal guardians in the event of an emergency.
• A procedure for parents and guardians to follow to contact program personnel and/or their child during program hours

1. All students will be required to complete an emergency contact form upon their arrival to the Sooner Discovery program. The contact information will then be stored and distributed to all Sooner Discovery staff. It will be a part of the staff manual and updated on the Google Drive as well as other important program documents.
   a. Documents can be found at the following locations:
      i. Sooner Discovery headquarters
      ii. Office of Student Life with Becky Sternberg, OMU, Suite 370
      iii. OU Risk Management, NEL Building, Room 112M

2. In the event of an emergency, housing/residential life protocols will become active and residential life staff as well as Sooner Discovery Peer Advisors and Program Coordinators will be trained on the emergency protocols. In a given emergency Peer Advisors will report to both the Residence Director in charge of Residential Life and the Sooner Discovery Program Coordinator. In addition to the standard protocol for notification in the event of an emergency where the OU Police Department is contacted.

3. OU Summer Session faculty members will be notified of students who are with the Sooner Discovery program in their classes. It is the responsibility of the faculty member to report absences in class to the Sooner Discovery Program Coordinator. The Coordinator will determine why the student is not in class and proper protocols will be followed.

4. Parents and or legal guardians will be notified if their student is not attending class, mandatory Sooner Discovery events, as well as otherwise violate academic and social policies and procedures.

5. Parents will be able to reach Sooner Discovery staff during work hours (9 am-5pm). Outside of work hours, parents can contact OUPD 24 hours a day and OUPD can then notify the resident life staff person on call. The resident life staff on call will then notify the Sooner Discovery Program Coordinator.

III. Medical Emergency Plan

The medical emergency plan will include:
• A procedure for obtaining authorization from parents or legal guardians to transport program participants to local hospitals when necessary. There additionally will be authorization needed for emergency medical treatment when the parent or legal guardians are not available.
• A procedure for obtaining the disclosures of any allergies or other medical condition or physical limitation that may be a hindrance to the students participation in the program.
• A procedure to issue medical treatment to Sooner Discovery students when needed during medical hours.

1. Sooner Discovery participants will be asked to complete a medical information form that will be submitted to the Sooner Discovery office. These forms will also be submitted to OU Health Services. Pertinent allergy and relevant medical information will be submitted on the Emergency Contact Form. In a medical emergency, OUPD will be contacted first as they are be able to dispatch an ambulance. Secondarily, the Sooner Discovery Program Coordinator will be contacted in order to notify the parents/legal guardians of the situation.
2. Students will be directed to OU Health Services for the administering of medication or general concerns.

IV. Supervision Plan

The supervision plan will include:

- Person/Person’s having responsibility over all adults serving in the program.
- The ratio of participants to staff
- The breakdown of rules, curfew, visitation, free time limitations, leaving the program and all other procedures specific to the protection of minors.

- Every minor will be in the care of Sooner Discovery Staff. Sooner Discovery Staff is comprised of the Program Coordinator who has responsibility over Peer Advisors/Resident Advisors.

- Sooner Discovery students will be admitted to the University of Oklahoma as concurrent enrollment students allowing them to enroll in 6 credit hours. Sooner Discovery staff will not supervise students while they are in class. However, Peer Advisors may check on classes randomly to assure the students are in class.

- Sooner Discovery will assign Peer Advisors (PA) to act as (or with) Resident Advisors who will be held responsible for 10 students in their hallway. PA’s will be who the student’s check-in with and report to if they have any problems. PA’s will then be responsible to communicate immediately with the Sooner Discovery staff on call and, the Sooner Discovery Program Coordinator.

- Resident Advisors must have completed at least one full academic year as a Housing Resident Advisor to work as a Sooner Discovery Resident Advisor. Peer Advisors must either be a rising sophomore, junior or senior standing to apply and work for Sooner Discovery. Each Resident Advisor and Peer Advisor will be subject to background checks and will not be hired until completed.

- Sooner Discovery participants will be asked to meet up at several checkpoints throughout the day, if they miss mandatory checkpoints the missing student protocol will be enacted.

- The checkpoints are as follows:
  - 8:00 – 10:00 am before class (dependent on the student’s course schedule)
  - 1:00 (TBA) - Sooner Discovery Course
  - 10:00-11:00 pm – check in for curfew, no later than 11 pm

- One overnight resident advisor must be “on call” and present at all times to ensure minors are secure in their rooms.

- You should inspect all areas within your supervision to ensure there are no hazards, e.g. open windows, doors propped open, broken glass, no candles or cooking in the rooms, no alcohol, drugs or tobacco, etc. If you notice any hazard, report it directly to your supervisor or facility manager.

- You must ensure that Sooner Discovery staff follows appropriate drop-off and pick-up schedules and locations. Minors may not be released to anyone other than the person listed on the approved list with valid authorization even if they claim to be a relative, and must show valid identification. Parents must give permission in writing for their child to
drive themselves or ride with another person to and from the event. If the minor is not retrieved at the appropriate time, please contact OUPD at 405-325-2864.

SOONER DISCOVERY EXPECTATIONS

Sooner Discovery hopes to create an inclusive and fulfilling community environment that spurs academic and personal growth.

For a full list of student policies at the University of Oklahoma, please visit the University of Oklahoma’s Student Handbook at www.ou.edu/content/studentlife/studenthandbook.html.

In addition to the University of Oklahoma’s policies, students will adhere to Sooner Discovery’s policies in order to protect and ensure the safety of all students.

• Curfew
  o Monday – Thursday & Sunday 11:00 pm
  o Friday & Saturday – 12:00 am

• Check-In Times
  ▪ 8:00 am – 10:00 am before class (dependent on the student’s course schedule)
  ▪ 2:30 pm - Sooner Discovery Course
  ▪ 10:00-11:00 pm – check in for curfew, no later than 11 pm

• Quiet Hours
  o 9:00 pm – 11:00 am Sunday through Thursday
  o Midnight – 11:00 am Friday – Saturday

• Visitation Policy
  o If there are any visitors planning to visit students at Sooner Discovery, there needs to be a notification from parents/guardians of the Sooner Discovery participant that the (parents/guardians) approve of the visitation. This notification needs to be via phone call or email to Delaney Nash, Sooner Discovery Program Coordinator at least 2 hours in advance of visitation. Visitors are not allowed in the Residence Hall living quarters, only common lobby areas.

  o The visitor must sign in and out with the Sooner Discovery headquarters upon their visitation.

  o Visitation hours are 12:00 pm -7:00 pm daily. Sooner Discovery reserves the right to change and/or limit visitation hours.

• Leaving Campus
  o Students are not allowed to leave campus unless they notify and get approval from both parent/guardians (24 hour approval is necessary) and the Sooner Discovery staff team. Students must sign out in order to retrieve their car keys and explain where they are going.

  o Students may leave on Sundays from 8:00 am – 7:00 pm without parent approval but they must sign out with Sooner Discovery staff to get their car key and explain where they are going.

  o Sooner Discovery students are not allowed to go outside of the defined
parameters without special permission and following the sign-out protocol with Sooner Discovery staff.

Sooner Discovery Campus Parameter:

- Northern border: Boyd Street
- Eastern Border: Jenkins Ave
- Western Border: Elm Street
- Southern Border: Timberdell Road

PROGRAM ACTIVITIES

Sooner Discovery includes both the academic classroom experience as well as the community residential experience. It is our goal to create and imitate the first year freshman experience of OU Sooners for Sooner Discovery participants. In order for that to happen, Sooner Discovery has developed programs and activities that are structured around building community, developing students personally as achievers and leaders, as well as giving students a ‘Boomer Sooner’ good time.

DISCIPLINARY ACTION

Students will be expected to abide by all campus and Sooner Discovery program policies. Any violation may result in disciplinary action. The following steps may be taken, however, steps may be skipped if deemed necessary by Sooner Discovery Staff. Sooner Discovery staff reserves the right to make adjustments to the disciplinary action procedure if necessary.

- **First violation:** Verbal warning and conversation with the student
- **Second Violation:** Conversation with student, phone call to parent/guardian and possible removal from the program.
- **Zero tolerance:** There is a zero tolerance policy for alcohol, drugs, sexual harassment, bullying, or other acts of aggression. Students who partake in such behavior may be immediately removed from the program.
PARTICIPATION

Sooner Discovery students are required to attend all mandatory programming. Other Sooner Discovery activities and programming is highly encouraged. Noticeable absence from Sooner Discovery functions may serve as grounds for disciplinary action or removal from the program.

VEHICLES

Students are allowed to drive to campus for Sooner Discovery move-in. They will be able to leave their cars near the residence halls during the program. Sooner Discovery will supply a parking permit for that purpose. However, students will not be allowed to leave campus unless they have been granted permission. In order to maintain that system, students will be asked to turn in car keys upon their arrival at Sooner Discovery and are allowed to check their keys back out when they sign-out.

DISABILITY

Any student with a disability should notify Sooner Discovery staff in order for necessary accommodations to be made.

The University of Oklahoma is committed to the goal of achieving equal educational opportunity and full participation for students with disabilities. Consistent with the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990, as amended, The University of Oklahoma ensures that no “qualified individual with a disability” will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination solely on the basis of disability under any program or activity offered by The University of Oklahoma. Accommodations on the basis of disability are available by contacting the Disability Resource Center in Room 166, Goddard Center (405) 325-4173/TDD or (405) 325-3852 Voice.

More information on Disability resources can be found at www.ou.edu/drc/home.html.

PROGRAM WITHDRAWAL

In the event of an unforeseen circumstances or emergency where a student needs to be removed from Sooner Discovery, a parent or guardian should immediately contact the Program Director and notify them of the occurrence. Following the initial notification, the parent or guardian of the student needs to fill out a Withdrawal Form. The $600 Program Fee is non-refundable. Tuition is 100% refundable should a student withdraw before attending the second scheduled class during the first week of June 8-12.

V. Transportation Plan

The transportation plan will include:
• A procedure for pick-up and drop-off of participants.
• A procedure to obtain written permission from parents and/or legal guardians authorizing participants to be released to any other person other that the parent or guardian.
• A description of any transportation of participants to be provided by the program. Note: Under no circumstances shall an authorized adult be alone with a minor in a car or other vehicle.

1. Sooner Discovery Staff Members are not allowed to transport students in personal vehicles.
2. Sooner Discovery will use authorized university vehicles and or other transportation to take participants on and off campus when necessary.
3. Only authorized staff, who have undergone a motor vehicle check, will be allowed to transport Sooner Discovery participants.

4. Students will be asked to sign out 24 hours in advance before they check out of campus. The student’s parents are required to fill out a form and turn it in 24 hours before the student plans on being checked out. If the student is picked up by someone other than the parent or guardian. Sooner Discovery Program Coordinator needs to be aware of the person picking up the student, and they will need to report to Sooner Discovery office before checking out the student.

5. Attendance of all students will be taken before leaving any destination and arriving at any destination.

6. Students may be asked to turn in car keys during their time at Sooner Discovery and only allowed to check them out when they are authorized to leave.

This document as well as subsequent attachments can be found online at ou.edu/soonerdiscovery.

VI. Signatures

Sign below if you have read and agree to the terms of minors on campus and participation in Sooner Discovery at the University of Oklahoma as listed above.

_____________________________          (___) _______      ____/_____/____
Signature of individual participating    Contact number         Date

_____________________________          (___) _______      ____/_____/____
Signature of parent/guardian            Contact number         Date
Sooner Discovery Program
Missing Student Protocol

Missing student protocol (MSP) is an extension of the Sooner Discovery Minors Policy. It is used to ensure the safety of all participants in the Sooner Discovery program. The procedures listed below are used any time a student cannot be located and especially if a student is late for check-in.

Curfew for students is 11pm: Sunday-Thursday and 12am: Friday-Saturday.
Daily Checkpoints are: 8:00 am, 1:00 pm and 11:00 pm (tentative, according to class schedules)

1. Missing student protocol (MSP) is enacted when a student has not checked in at curfew. MSP is also enacted when students are late for any check-in as deemed mandatory by the Sooner Discovery staff.

2. Students will be made aware of all curfew, check-in times, and all other policies at the orientation on their first day of Sooner Discovery.

3. If a student has not checked in, the PA will go to the student’s room and check for him/her. If the student is not there, the PA should call the student's cell phone.

4. If the student has not been located after 15 minutes (past curfew), the PA will call the Sooner Discovery Program Coordinator. In the event Program Coordinator cannot be reached, the OUPD non-emergency will contacted (405-325-2864) who will contact the resident director as outlined in step 6.

5. PAs will also check to see if the student was signed out and by whom. The PA will have a copy of the sign-out form and who the contact person is and their phone number. If they have not returned from an off-campus visit, then the Sooner Discovery Program Coordinator will call this person first.

6. The Sooner Discovery Program Coordinator will call the emergency contact and/or parent to inform them and seek their assistance in locating the student. This contact information is maintained in the Sooner Discovery Staff Manual. PAs will not be contacting parents/emergency contacts.

7. If the student is not found after 30 minutes, the Sooner Discovery Program Coordinator will:
   a. Notify OU Summer Session Staff (Steven Lee)
   b. Notify the Resident Directory on call
   c. Contact OUPD who can assist in locating the student on campus. After 24, hours the detective will work on the case

8. Once the student has been located, all individuals involved in the protocols as outlined above should be notified.

9. As with all incidents, an incident report should be filed immediately with resident life. Student safety is the first priority but students are also held accountable for policy violations through the conduct system.
Policy: Students are required to notify the Sooner Discovery Program Coordinator 24 hours in advance of when they want to check-out or leave campus. This form must be completed by a parent/guardian and approved by the Sooner Discovery professional staff before a student will be allowed to leave campus.

Parents/guardians should submit this completed form at least two days in advance to delaneynash@ou.edu with the Subject Line: ‘SD Student Sign-Out”

**STUDENT INFORMATION**

Name of Student:____________________________________________________________

Destination of overnight stay:__________________________________________________

Person responsible for student during trip:_______________________________________

Address:___________________________________________________________________

Telephone number where student can be reached:_______________________________

Reason for Leaving Campus: _________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Date & Time of departure:____________________________________________________

Date & Time of return to campus:____________________________________________

**PARENT/GUARDIAN INFORMATION**

Parent or guardian authorizing permission:______________________________________

Home telephone number of Parent or Guardian:_______________________________

Work number:____________________  Cell number:_____________________________

Signature of Parent or Guardian: _____________________  Date:___________________

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**THIS IS A SAMPLE DOCUMENT**

**THIS PDF FORM CAN BE FOUND AT OU.EDU/SOONERDISCOVERY**
ATTACHMENT C

Event Guidelines and Acknowledgement Form
For use in University sponsored event/camp/activity (“Event”) or where the Event is operated by a University employee/volunteer acting within the scope of his or her employment.

This form is to be completed by all employees/volunteers who supervise minors or who have substantial contact with minors.

This form is NOT to be used for third party sponsored events.

I. Release: EACH minor’s parent must sign a release. If you know of a minor that has not, please contact your supervisor with the name of the minor so a release can be obtained. If you are given a signed release, please provide that to your supervisor.

II. Supervision and Behavior Expectations:

A. Every minor must be supervised by employees/volunteers during the Event. Supervision is defined as having the minors within your line of sight.

B. Every minor will be in the care of Sooner Discovery staff. Sooner Discovery Staff is comprised of the Program Coordinator who has responsibility over Peer Advisors/Resident Advisors.

C. Sooner Discovery students will be admitted to the University of Oklahoma as concurrent enrollment students allowing them to enroll in 6 credit hours. Sooner Discovery staff will not supervise students while they are in class. However, Peer Advisors may check on classes randomly to assure the students are in class.

D. Sooner Discovery will assign Peer Advisors (PA) to act as (or with) Resident Advisors who will be held responsible for 10 students on their hallway. PA’s will be who the student’s check-in with and report to if they have any problems. PA’s will then be responsible to communicate immediately with the Sooner Discovery staff on call and Sooner Discovery Program Coordinator.

E. Generally, there should be a supervision ratio of at least one adult supervisor for every 12 minors. Please ask your Head Supervisor for proper ratios depending on the age of the minors and the nature of the activities.

F. Sooner Discovery participants will be asked to meet up at several checkpoints throughout the day, if they miss mandatory checkpoints the missing student protocol will be enacted.

The checkpoints are as follows:

i. 8:00 am – 10:00 am before class (dependent on the student’s course schedule)
ii. 2:30 pm - Sooner Discovery Course
iii. 10:00 pm -11:00 pm – check in for curfew, no later than 11 pm

G. Minors should use the buddy system for restroom breaks and should check in and out with the supervisor for restroom breaks.
H. At no time may you leave a minor unattended or in the care of a person that is not a supervisor.

I. Overnight supervisors must provide the Head Supervisor with all contact numbers. One supervisor must be “on call” and present at all times to ensure minors are secure in their rooms. Overnight supervisors may not leave the premises once minors are secure in their rooms. Head Supervisors must provide contact information to the housing representative.

J. Guidelines for touching minors include the following:

1. You may not touch a minor in any place normally covered by a bathing suit unless for clear medical reasons and then only with another adult’s supervision.

2. You may not touch a minor against his/her will or in a way that would over-stimulate him/her.

3. You shall not use hitting or other physical punishment as discipline.

4. Exercise good common sense and judgment.

K. You may not use abusive and derogatory language, including words commonly recognized as “cuss words.”

L. You may not engage in any behavior or conduct that is contrary to the University’s mission or University policies. Please familiarize yourself with the following policies: [www.judicial.ou.edu](http://www.judicial.ou.edu) and [www.ou.edu/home/misc.html](http://www.ou.edu/home/misc.html).

III. Sexual misconduct, child abuse and neglect- REPORTING OBLIGATIONS:

A. Who is a minor? Anyone under the age of 18!

B. General Rule: If anyone has reason to believe that a minor is the victim of abuse or neglect, it is his/her duty to report it immediately. (See 10A O.S. §1-2-101(B)(1)). This reporting obligation is on the individual who suspects abuse. (See 10A O.S. §1-2-101 (B)(4)).

C. The Oklahoma DHS hotline for reporting is 1-800-522-3511.

D. Additionally, notify OUPD at 405-325-2864, the University Sexual Misconduct Officer 405-325-2215, and your supervisor of any suspicions.

E. Reasonable suspicion: One does not have to know with certainty that abuse is taking place. Reasonable cause to believe or suspect that child abuse has occurred is sufficient. When in doubt, report it.

IV. Background Checks:

A. Criminal and sex offender background checks: You agree that you are responsible for supervising minors or will have substantial contact with minors during the Event. You
must have successfully passed a criminal and sexual offender background check within the year preceding the camp. Until a successful background check is received, you may not supervise or have any substantial contact with any minors.

B. **Student Misconduct checks (if applicable):** University students working the Event must have successfully completed a check though the University’s Student Conduct Office within the past 6 months. Please contact the University’s Director of Student Conduct at 405-325-1540. Please note this takes a minimum of five (5) business days to complete.

V. **Transportation:**

A. You must ensure that you follow appropriate drop-off and pick-up schedules and locations. Minors may not be released to anyone other than the person listed on the approved list with valid authorization even if they claim to be a relative, and must show valid identification. Parents must give permission in writing for their minor to drive themselves or ride with another person to and from the event. If the minor is not picked up at the appropriate time, please contact OUPD at 405-325-2864.

B. You may not transport minors unless you are over the age of 21, you are specifically authorized by your supervisor and you have completed a Department of Motor Vehicle background check. You should avoid any situation where you would be alone in a vehicle with a minor. Motor vehicle background checks may be conducted through the University’s Human Resources department.

VI. **Security:**

A. Make sure you have been briefed by your supervisor of all security measures in place to protect minors (including inclement weather procedures, fire and safety evacuation procedures). At the start of each day, you must inform minors where to go or what to do if they need help.

B. **Injuries/Medication:** Report all incidents and injuries to your Event’s Head Supervisor immediately when they occur if injuries occur in an OU facility. DO NOT wait to see if the parents or any other person complains.

C. **Hazards:** You should inspect all areas within your supervision to ensure there are no hazards, e.g. open windows, doors propped open, broken glass, no candles or cooking in the rooms, no alcohol, drugs or tobacco etc. If you notice any hazard, report it directly to the Head Supervisor or facility manager.
These Guidelines are in addition to all guidelines, policies and procedures applicable to the University. If you have any questions about this document, please contact your supervisor.

I have read and agree to abide by these Guidelines and attest to my understanding of the Guidelines. I understand that if I am also an employee or student of the University, failure to comply with these Guidelines or other University policies could result in disciplinary action.

Print Name:_____________________________ Date: ____________

Signature:_____________________________
ATTACHMENT D -- RELEASE FOR THE UNIVERSITY OF OKLAHOMA

On this ___ day of ____________, 20__, I certify that I am the Legal Representative of __________________________,  
(Minor’s Name)

hereinafter (“Minor”), of ______________, _____, and I have full authority to and do give permission for Minor to participate in Sooner Discovery, hereinafter (“the Event”), to be held at the University of Oklahoma (“the University”).

University and Event Rules. I acknowledge that I have read the University’s rules stated herein or as otherwise advised at the time of the Event, and as published on the University’s websites, www.judicial.ou.edu and www.ou.edu/home/misc.html, and understand and agree to abide by all University and Event rules and policies. Failure to comply with these rules or any other rule established by the Event may result in Minor’s immediate removal from the Event. I waive any claim for refund or any other contract right upon removal. I certify that I have read and understand the Event rules and have explained said rules to Minor. I understand and agree to notify the Event supervisor Delaney Nash at 405-550-3659 immediately of any injuries Minor sustains as a result of the Event and of any inappropriate behavior Minor experiences related to the Event. I also understand and agree that if any issues of sexual misconduct, harassment or assault occur, I will immediately report those to both the Event supervisor Delaney Nash at 405-550-3659 and the University’s Sexual Misconduct Officer at 405-325-2215 or www.ou.edu/home/misc.html. Initials:_____

Talent Release. I understand that the University often produces promotional material relating to its programs. I understand that as a participant at the Event, Minor may be included in videotapes or photographs taken during the Event. Therefore, without reservation or limitations, I, in my own behalf and on behalf of the Minor, hereby assign, transfer and grant to The University of Oklahoma, its successors, assignees, licensees, sponsors, any television networks, and all other commercial exhibitors the exclusive right to photograph and/or videotape the Minor and to utilize such videotapes and photographs and Minor’s name, face likeness, voice and appearance as a part of the Event, in advertising and promoting the Event or in advertising and promoting similar future events at no charge. Initials: _____

Medical Authorization. As parent and/or legal guardian of Minor, I hereby give consent and authorize said Event, the University and its agents, representatives and employees to secure emergency medical treatment for Minor while Minor is in attendance at the Event held at the University and that I am responsible for any and all costs associated with the transportation and treatment. I certify that if my child has any special medical considerations, including food or other allergies, I have communicated those in writing to the Event supervisor. Initials: _____

Transportation. I certify and agree that I am to pick-up and drop-off Minor only at the designated places and times. Should I fail to timely pick-up Minor at the designated area, I understand he/she will be taken to the Student Life Office for pick-up. Failure to timely pick-up Minor may result in his/her immediate withdrawal from the Event. Initials: _____

Release and Waiver. I, for and on behalf of Minor, myself, my and Minor’s personal representatives, heirs, assigns and next-of-kin, hereby release, waive, forever discharge, indemnify and covenant not to sue the Board of Regents of the University of Oklahoma, its officers, members, employees, volunteers, agents and representatives for any and all loss, damages, claim, demand, action or right of action, arising from or by reason of any injury resulting or to result from participation in the Event. I, for and on behalf of Minor, myself, my and Minor’s personal representatives, heirs, assigns and next-of-kin, agree to hold harmless, defend and indemnify, for any and all loss, damages, claim, demand, action or right of action, arising from or by reason of any injury resulting or to result from participation in the Event. This contains the entire agreement between the parties hereto and all terms are contractual and not a mere recital. I further state that Minor and I have each carefully read the foregoing Release and Acknowledgement as his/her own free and voluntary act. I am at least eighteen years of age and sign this Release and Waiver voluntarily.

Sooner Discovery

Updated May 2015
Parent/Guardian Printed Name ___________________________/______
Date ___________________________/______
Relationship ___________________________/______
Signature ___________________________/______

_______________________________________________
School/Squad Name (if applicable)

Address of Parent and/or Legal Guardian:

________________________________________________________________________________
City__________________________State______________________Zip____________________

Home Phone: ___________________________/______Work Phone: ___________________________/______

Cell Phone: ___________________________/______Email address: ___________________________/______

Emergency Contact other than parent or guardian if they cannot be reached:

Contact___________________________
Phone ___________________________/______

Any questions regarding this form should be directed to the Head Supervisor Delaney Nash at 405-550-3659.