



University Policy: Children on Campus and Working with Minors – Exemption Form

Please be advised that the program/activity and all program staff must be in compliance with the American University policy, “Children on Campus and Working with Minors.” This form must be reviewed and signed by the President, Provost, or appropriate Vice President prior to being submitted to the Assistant VP of Risk Management and Safety Programs.

Name of Program/Activity: _____

Sponsoring AU Department: _____

Director of Program/Activity: _____

AU Department: _____

Address: _____

Phone: _____

Email: _____

This is an ongoing program with at least 2 authorized adults supervising all activities.

Dean/Director/Department Head Name: _____

AU Department: _____

Address: _____

Phone: _____

Email: _____

Description and nature of the program/activity involving minors:

Date(s) of program/activity: _____

How will the minors participate in the program/activity?:

Does the program/activity involve overnight stay in university housing?

Circle One

Yes No

Have all program staff been background checked?

Yes No

Have all program staff been trained on working with minors?

Yes No

Section of the “Children on Campus and Working with Minors” policy from which you are requesting an exception:

Please explain in detail why this program or activity should be exempted from all or part of the Policy on minors:

Signature of program/activity: _____
Date: _____

Signature of sponsoring dean/director/department head: _____
Date: _____

Signature of President/Provost/Vice President: _____
Date: _____