Los Angeles Community College District
EXCURSION/FIELD TRIP FORM

All participants complete Sections A and B:
A. WAIVER
B. MEDICAL AUTHORIZATION
Also complete Section(s) C and/or D and/or E, if applicable:
C. NON-CLUB MEMBER
D. A PARTICIPANT PROVIDING HIS/HER OWN TRANSPORTATION
D. MINOR

A. WAIVER

Activity: ____________________________________________

Campus/Class/Group: ____________________________________________

Supervising Academic Employee: ________________________________

Departure Date & Time: __________________ Return Date & Time: __________

As stated in California Code of Regulations, Subchapter 5, Section 55450, I understand and agree that I shall hold the Los Angeles Community College District, its Board of Trustees, officers, agents, representatives, employees, and permissive users of District vehicles harmless from any and all liability, claims, causes of action, and demands related to, arising out of or in connection with my participation in this activity, including injuries, accident, illness or death.

If my participation in this activity results in any liability, claims, causes of action, or demands against the Los Angeles Community College District, its Board of Trustees, officers, agents, representatives, employees, and permissive users of District vehicles, I agree to defend and indemnify the District, its Board of Trustees, officers, agents, representatives, employees, and permissive users of District vehicles in such an action.

I fully understand that participants are to abide by all rules and regulations governing conduct during the trip. Any violation of these rules and regulations may result in my being sent home at my own expense.

My signature on this document acknowledges that I have read and understand the above provisions and agree to abide by these terms.

Participant’s Printed Name                                            Signature of Adult Participant or of Parent/Guardian on behalf of Minor Participant
__________________________________________________________________________

Date
__________________________________________________________________________

Address                                                                                                 Phone Number
__________________________________________________________________________

B. MEDICAL AUTHORIZATION:

In the event of any illness or injury while participating in the activity listed in Section A, I hereby consent to whatever x-ray, examination, anesthetic, medical, surgical or dental diagnosis or treatment and hospital care from a licensed physician, surgeon, and/or dentist as deemed necessary for my safety and welfare. It is understood that the resulting expenses will be my responsibility.

Participant’s Printed Name                                            Signature of Adult Participant or of Parent/Guardian on behalf of Minor Participant
__________________________________________________________________________

Date
__________________________________________________________________________

Participant’s Medical Insurance Carrier                          Policy Number
__________________________________________________________________________

Medical Insurance Carrier Address                                    Medical Insurance Carrier Phone Number
__________________________________________________________________________

In the event of illness, accident, or other emergencies, please notify:

Name                                                                 Address                                                                 Phone Number
__________________________________________________________________________

☐ Medical Condition: Check here if you have a special medical condition and attach a description of that condition to this sheet.
C. NON-CLUB MEMBER
I request that I may participate in the activity listed in Section A.
As a condition for being allowed to participate in the above-referenced activity as a non-club member, I
agree to abide by the provisions of Sections A and B, and, if applicable, Section(s) D and/or E.
My signatures on this document acknowledge that I have read and understand all applicable provisions and agree
to abide by these terms.

Participant’s Printed Name   Signature   Date

D. A PARTICIPANT PROVIDING HIS/HER OWN TRANSPORTATION
I understand ( College Name) may be providing transportation to and from the above
referenced activity. However, I do not wish to use this transportation.
I will provide my own transportation at my own expense to attend the activity listed in Section A and agree to
abide by the following terms:

It is fully understood that the Los Angeles Community College District, its Board of Trustees, officers, employees,
agents, representatives or volunteers is in no way responsible nor assumes liability for any injuries, losses, claims
or actions resulting from, arising out of or incident to the non-District transportation. I understand that although
the District may recommend travel time and/or routes to and/or from this event, that such recommendations are
not mandatory and do not in any way constitute District sponsorship of or responsibility for my transportation.
I also understand that the driver is not driving as an agent of or on behalf of the District.
My signature below acknowledges that I have carefully read these provisions and I fully understand and willingly
agree to abide by these terms.

Participant’s Printed Name   Signature   Date

E. MINOR (For students/non-club members under 18 years of age, the parent or guardian
completes this section in addition to Sections A and B; and C and D, where applicable.)

Participating Minor’s Printed Name

☐ Check here if there are no medical conditions that the staff should be aware of and if your son/daughter is not
required to use any drugs during this activity.

AND/OR
☐ Drugs: Check here if your son/daughter must take any drugs during the excursion/field trip and list them on
this form or hereto attached. All drugs, except those that must be kept on the minor’s person for emergency
use, must be kept and distributed by District/College Staff.

Name of drug and reason for use

I have read, understand and agree to all provisions of Section A: Waiver; Section B: Medical Authorization;
Section E: Minor; and Section C and D, as appropriate; as related to my son/daughter’s participation in this
activity.

Parent/Guardian Printed Name   Parent/Guardian Signature   Date

Address   Phone Number   Son/ Daughter’s Date of Birth

After you have provided the information requested in this section and Sections A and B, please ask your
son/daughter to return this form to the Supervising Academic Employee listed in Section A.

Signature of Academic Affairs Dean Approving Completed Form   Date