**DEPARTMENT OF EARTH AND ATMOSPHERIC SCIENCES FIELD TRIP POLICY**

The Department of Earth and Atmospheric Sciences expects all participants to conduct themselves on field trips with maturity, responsibility, respect for others, and to behave in a manner that will allow us to be welcome in subsequent years. Failure to do so jeopardizes field trips for future participants. Department has established specific policies on a number of issues indicated below.

1. The University of Houston Student Code of Conduct shall apply at all times to students participating in field trips. Copies of the Student Code of Conduct can be found at <http://www.uh.edu/dos/pdf/student_code_of_conduct.pdf>
2. All potential drivers of a UH or rental vehicle must have (1) passed the UH Vehicle Safety course and (2) had their Texas Driver’s license checked for moving violations. Please contact Laura Bell before a trip if you are going to drive either a UH vehicle or a rental vehicle.
3. The driver and all passengers must wear seat belts at all times. The number of passengers in the vehicle must not exceed the number of seatbelts available.
4. The instructors have final authority on making any plans. Students shall not challenge this authority in a hostile, disrespectful or presumptuous manner. If a student becomes unruly, rude, abusive or insulting toward the instructors, customs, park officials, law officials or staff members; or, if the student refuses to follow instruction on a field trip or field camp, such student may be asked to leave at the participant’s own expense.
5. Dismissal from any field activity may lead to either a grade of incomplete (I) or F at the discretion of the instructor.
6. Participants will not be permitted to sleep in the vans during the night.
7. Use of any tobacco product is not permitted in vans, inside tents, or when in close contact with a group. Participants who are of legal age, and who wish to use tobacco products must do so away from the group, and only in places or areas as permitted by law, and in a manner that will not endanger the safety of the participant or other individuals.
8. Since safety is paramount, participants will be required to take part in activities of the field trip group, or one of the field trip subgroups, at all times to help ensure field trip leaders know where participants are at all times.
9. Field trip leaders will make the final decision on whether any proposed activity is appropriate or not based on safety factors as well as interests and abilities of the participants, and the participants will abide by that decision.
10. Upon returning, each participant will be responsible for returning all equipment checked out from the Department in good condition. Each participant will be personally responsible for any damage caused to the Department's equipment. Failure to repair or pay for the damage will result in a "hold" on his or her academic record.
11. Participants will respect the landowner’s rights. This includes no vandalism of outcrops or buildings as well as no smoking on private land. Leave fences as you found them. Do not remove vertebrate fossils from federal lands. Do not remove samples or use hammers in National Parks.

By signing this document, you acknowledge that you are bound by the University of Houston Student Code of Conduct and the additional field trip policies set forth above while attending a field geology activity.

These policies apply to students who engage in, or assist or encourage another person to engage in prohibited conduct. Prohibited conduct includes but is not limited to the following:

1. Disruptive behavior;
2. Discrimination;
3. Unauthorized use or mistreatment of vehicles, equipment, or other property;
4. Use or possession of alcoholic beverages, drugs, or other controlled substances or drug paraphernalia;
5. Possession of dangerous weapons including firearms;
6. Engaging in any conduct likely to cause mental or bodily harm;
7. Sexual misconduct or harassment;
8. Photographing or filming another person without that person’s consent in any situation where the person has a reasonable expectation of privacy;
9. Violations of federal, state, and local laws;
10. Violation of University policies.

Any alleged violations of applicable law or University policy may result in a student being sent home from either field camp or a field trip, potentially at their own expense, and/or referral to the Dean of Students Office for disciplinary action.

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SIGNATURE PRINTED NAME

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