



Campus Rec Challenge Program

Dear Group Leader:

Thank you for your interest in the YSU Campus Rec Challenge Program. In order to ensure we provide the best possible program to meet the needs of your group, please complete the following list of forms and adhere to the submissions guidelines located on each document. All forms except the Group Contract are located in the following pages of this Portable Document Format (PDF). These forms should be filled out online before being printed, signed, and returned. The Group Contract will be sent to you separately once your program details have been confirmed.

1. **Group Leader Responsibilities:** This form explains your personal responsibilities to both your group and to the Campus Rec Challenge Program instructors. *This form must be returned to our office no later than one week prior to your program.*
2. **Information for Participants:** Prior to arrival, **you** are responsible for familiarizing your group with the information as outlined on the form. At the site you, as the group leader, are responsible for maintaining appropriate behavior of your group. *Please make copies of this form for each participant. Do not return signed forms to the Department of Campus Recreation and Intramural Sports. Keep these forms for your records.*
3. **Release of Liability:** This form must be read and signed by each participant. If a participant is under 18, a parent or legal guardian must also sign. Individuals for whom the head instructor does not have a correctly signed form will not be allowed to participate. You are responsible for duplicating this form for each member of your group. *This form must be returned to our office no later than one week prior to your program.*
4. **Participant List:** All individuals attending your program must be listed on the Participant List. Please fill out this form legibly, so we may cross check forms with participant names. *This form must be returned to our office no later than one week prior to your program.*
5. **Group Contract:** The Group Contract confirms the number of people in your group, time and date of your session, location of the session, total cost, and cancellation policies. Please read over the contract carefully before you sign and return it. *This form must be returned to our office no later than one week prior to your program.*

Signed forms should be returned to the Administrative Offices located within Andrew's Student Recreation and Wellness Center. Please give us a call prior to your program if you have any questions or concerns at (330) 941-1964. Once again, thank you for your interest in the YSU Campus Rec Challenge Program and we look forward to seeing you soon!

Sincerely,

Michael Bowman



Campus Rec Challenge Program

Group Leader Responsibilities

(Please sign and return no later than one week prior to your program.)

Pre-Program Responsibilities:

1. Prior to date of program, inform participants about the following: what to wear, participant and program rules, etc., as outlined on the *Information for Participants* form.
2. Collect all *Release of Liability* forms from participants. Make sure they are filled out appropriately and accurately and include all needed information and signatures.
3. Complete the *Participant List* form with all required information.
4. Submit the following completed forms to the Department of Recreational Services office at least one week prior to the program date. *YSU Campus Rec Challenge Program Contract, Participant List, Group Leader Responsibilities, and Release of Liability.*

Program Responsibilities:

1. Assist in upholding a positive, fun, and cooperative atmosphere during program.
2. Inform instructors of any special needs (of individuals or the group) and any reactions or feelings that might help the instructor better meet existing needs and interests. We are here to program for you, so communication is the key to a successful program.
3. Assume responsibility for your group during off-program times, i.e. lunch or break.
4. Comply with all items listed on *Information for Participants* form.

Post-Program Responsibilities:

Not all debriefing of the initiatives can take place during the program. Much potential for communication and the sharing of the "common experience" comes after the program is over. Take the time to communicate with your group when you get home. Allow everyone to share the positive experiences, after-thoughts, varied feelings, lessons learned, and opportunities gained through their adventure experience together. Discuss new group goals and decide how you can use what you experienced in your everyday group setting.

Group Leader Assuming Responsibility: _____ Position: _____

I agree to and assume all responsibilities listed above as Group Leader.

Signature: _____ Date: _____



Campus Rec Challenge Program

Information for Participants

(Please sign and return no later than one week prior to your program)

Each participant is responsible for his or her own and others' protection and safety and MUST:

- A. Submit a completed and signed *Release of Liability* form to your group leader.
- B. **Wear appropriate clothing/attire:**
 - 1. Dress to be active
 - 2. Wear tennis shoes or lightweight hiking boots and socks (avoid soles with cleats and sandals)
 - 3. Wear long pants or rugged shorts (i.e. jeans, khakis, form fitting workout pants) that allow plenty of freedom and movement and do not drag on the ground. Nylon pants are not recommended
 - 4. Shirts should be long enough to tuck into pants. (No belly shirts or tank tops)
- C. **Follow these regulations:**
 - 1. Current YSU students and faculty, are required to provide a valid YSU ID to enter the facility.
 - 2. No loose jewelry or accessories, including watches, earrings, and necklaces.
 - 3. No chewing gum, chewing tobacco, snuff, or smoking.
 - 4. No cell phones or other electronic devices.
 - 5. Keep off all elements and props until instructed to use by instructor.
 - 6. Use elements and props only in approved and safe manner.
 - 7. Follow all safety regulations.
 - 8. Do not step on any equipment.
- D. **Recommended for Your Comfort:**
 - 1. Water Bottle
 - 2. Strap to hold eyeglasses
 - 3. Small backpack to hold possessions
 - 4. Locks and lockers are available, with your student ID, for your personal belongings.
- E. **Recommended for a Successful Program:**
 - 1. Be open minded, participate fully, communicate, and HAVE FUN!!

I have read all the information given above and agree to comply with the above guidelines and clothing recommendations completely while participating in the YSU Campus Recreation Challenge Program.

Signature: _____ Date: _____

Youngstown State University Campus Rec Challenge Program: Acknowledgment of Risk and Release

Acknowledgment of Risk

I hereby acknowledge and agree that the participation in the Youngstown State University Campus Rec Challenge Program has inherent risks. I have full knowledge of the nature and extent of all risks associated with wall climbing, including but not limited to:

- Injury from falling from high elevations (up to 53 feet) and impacting against equipment or landing surface
- Injury in the form of cuts, bruises, abrasions, muscle, tendon strain, and rope burns
- Injury from equipment or other debris falling from above the participant
- Injury from choosing not to wear a helmet (I understand that helmets are provided for free, and by choosing not to wear a helmet, I am exposing myself to an increased risk.)
- Failure to follow the safety policies and procedures and/or follow directions from staff
- The presence, actions, or falls of other participants
- Misuse of equipment or facilities
- Fatigue, chill, and/or dizziness, which may diminish reaction time and increase the risk of accident
- Slips, trips, falls, or painful crashes while using the facilities or equipment

I understand the description of these risks is not complete and that other unknown or unanticipated risks may result in injury, illness, or death.

Assumption of Risk and Responsibility

In recognition of the inherent risks of the above activity and in consideration of my participation in the Youngstown State University Campus Rec Challenge Program, I, the undersigned user, agree to release and on behalf of myself, my heirs, representatives, executors, administrators, and assigns hereby do release Youngstown State University, its agents, officers, employees, participants, volunteers, and all other persons or entities acting in any capacity on its behalf from any cause of action, claims, or demands of any nature related to my participation in the Youngstown State University Campus Rec Challenge Program, including injury or damage due to the negligence of YSU and its employees, as follows:

1. I acknowledge that participation in the Youngstown State University Campus Rec Challenge Program entails known and unanticipated risks, which could result in physical or emotional injury, paralysis, death, or damage to myself, to property, or to third parties. I hereby certify that I have full knowledge of the nature of these risks and further understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the activity.
2. I expressly agree and promise to accept and assume all of the risks existing in this activity. My participation in this activity is purely voluntary, and I elect to participate in spite of the risks.
3. Should Youngstown State University, or anyone acting on its behalf, be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold such harmless for all fees and costs.
4. I certify that I have adequate insurance to cover any injury or damage I may cause to suffer while participating, or else I agree to bear the costs of such injury or damage to myself. I further certify that I am in good health and that I have no medical or physical conditions that could interfere with my safety in this activity, or else I am willing to assume and bear the costs of all risks that may be created, directly or indirectly, by any such condition.

Helmet Release *(Sign only if you do not want to wear a helmet.)*

I voluntarily choose not to wear a helmet and accept personal responsibility for injuries that may occur as a result of not wearing a helmet.

Participant Name _____ Signature _____ Date _____
(Please Print)

I certify that I have fully read and understood the forgoing policies and procedures, acknowledgment of risks, and assumption of risk and responsibility. I agree to abide by the policies and procedures listed above and follow all directions of the Youngstown State University Campus Rec Challenge Program staff. I further understand that the terms of this agreement are legally binding.

Participant Name _____ Signature _____ Date _____
(Please Print)