Minors Children at DePaul

REGISTRATION CHECKLIST

DePaul Hosted Programs & Events

Information listed below is required for program registration.

Program Information

☐ Name of Program

☐ For students:
  • Name and email of Faculty Advisor

☐ Date and location of program

☐ Description of activities involved in the program

External Entity

☐ Information regarding any external entities that may be involved
  • Name/Address/Description of Involvement
  • Contractual agreement with the external entity, if applicable

Variance

☐ Description and documents for Programs or Events eligible for a variance from the Protection of Minor Children policy

Adult Supervision

☐ The employee ID for adults involved in the Program/Event

Attendees

☐ For minor children under the age of 18:
  • Name and birth date of all participating children
  • Parent/guardian signed waiver that releases DePaul University

Adult Supervision

☐ Adequate adult supervision should reflect the following ratios:
  Age 8 and under – 1 Authorized Adult for every 8 Minors
  Age 9 - 13 – 1 Authorized Adult for every 10 Minors
  Age 14 - 17 – 1 Authorized Adult for every 12 Minors