

LOYOLA UNIVERSITY CHICAGO MINORS PROGRAM REGISTRATION

Prior to advertising and executing any program that involves minors, the Program Director must obtain approval from their Dean and Provost, or Vice President, as applicable. Completion and submission of this form will meet the initial approval requirement of the [University's Policy on Protection of Minors](#). Please email the fully completed and signed form to the University's Risk Manager at RiskManagement@luc.edu.

Name of Program:

Program Description:

Program Dates:

Specific locations(s):

Expected age of participants:	Expected# of participants:
6-8 years old	
9-14 years old	
15-18 years old	

<u>Program Oversight Ratios</u>
Minors 6-8 years of age: 1 Adult supervisor for every 6 Minors
Minors 9-14 years of age: 1 Adult supervisor for every 8 Minors
Minors 15-18 years of age: 1 Adult supervisor for every 10 Minors

Total expected number of staff/faculty/volunteers/student workers must correlate to Minors policy requirements relating to expected number of participants:

By signing this form, the Program Director acknowledges having read the University's Policy on Protection of Minors and agrees that the Program will be operated in compliance with all aspects of that policy.

Signature of Program Director:

Date:

APPROVAL:

For programs operated by departments reporting to the Provost (two signatures required):

Signature of Dean:

Date:

Signature of Provost:

Date:

For all other programs (e.g., Athletics, Student Development)

Signature of VP:

Date: