

Travel/Off-Campus Activity Checklist and Emergency and Crisis Response Plan

The University of Texas at Dallas
Dean of Students
800 W. Campbell Rd., SSB46
Richardson, TX 75080-3021
972-883-6391
utdallas.edu/deanofstudents



1. RUO _____

2. RUO's Supervisor _____

3. Assessment/Health and Safety

Pre-Trip Orientation/Date _____

Release and Indemnity Agreement/Custodian _____

Medical Information and Release Form/Custodian _____

Team/Group Travel Authorization Form

Copies of Travel Authorization to Dean of Students and Chief-of-Police

Insurance/Phone # of Provider _____

Drivers Certified

Cellular Phone

Access to Medical/Emergency Personnel

Credit Cards or Cash Advance/Custodian
