

<p align="center">STUDENT LIABILITY RELEASE FORM: <i>Traveling with parents or legal guardians</i></p>
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This form must be completed and signed by the parent (legal guardian), the student/ student-athlete, sport coach and the sport administrator or designee prior to departure for team travel to event.

I hereby request permission for my son/daughter, _____ ,

who is a member of the University of Nebraska _____ team

to travel with me from _____
(Name of Event and Location)

on the following date(s): _____ .
(date)

Please provide further information if needed:

In consideration for the granting of said request, I hereby release the University of Nebraska, it's Board of Regents, employees and agents from any and all liability of any nature for all events which might give rise to a claim of any nature occurring subsequent to my son/daughter's leaving the above event and traveling separate from the University of Nebraska team.

Signature of Parent/Guardian

Date

Signature of Student-Athlete

Date

Signature of Coach

Date

Signature of Sport Athletic Director/Designee

Date

Original: Compliance Office
Cc: Sport Athletic Director
Coach
Student-Athlete

STUDENT LIABILITY RELEASE FORM:

Traveling independently from team (must be 19 years of age or older)

This form must be completed by the student-athlete and filed with the Compliance Office or the Sport Athletic Director's office prior to departure.

I, _____ a member of the University of Nebraska _____

team do hereby request permission to travel independently and not with the

_____ team to/from _____ on _____
(Location of Event) (Date)

In consideration for the granting of said request, I hereby release the University of Nebraska, its Board of Regents, employees, and agents from any and all liability of any nature whatsoever for any events which might give rise to a claim of any nature occurring subsequent to my leaving the above event/location and traveling separate from the University of Nebraska team.

Signature of Student-Athlete

Date

Signature of Coach

Date

Signature of Sport Athletic Director/Designee

Date

Original: Compliance Office
Cc: Sport Athletic Director
Coach
Student-Athlete

OFF CAMPUS HOUSING VERIFICATION PROCEDURES

The following steps are the procedures to follow to monitor student-athlete off campus housing.

- Obtain local address and landlord information from student athlete at the beginning of the academic year.
- Open *Landlord Info* query in Huskers Access database (Common Drive:Coliseum/SAs) and update information if/when necessary:
 - Complete missing local and/or landlord information
 - Correct grammar where necessary (capitalize, correct spellings, etc.)
 - Search for landlord addresses (using search engines and/or Lincoln County Assessors website)
 - Contact student athletes for missing information
- Mail letters to owners/landlords by completing a mail merge via merging information to *Landlord verification* letter and *Landlord verification form*
- Select “verification letter sent” after mailing; select “verification letter received” once returned
- Once the verification form is received, compare rent amounts given by owner with information provided by student athlete. Follow up is required on any discrepancy greater than \$50 and/or when deemed necessary by compliance office.
- If verification form is returned showing a change of address, the student athlete should be contacted to retrieve current information
- If student athlete rents from a fellow student athlete’s parent, an athletic department employee or a high profile booster, Compliance Associate will obtain proof of payment from the athlete (e.g. copy of the paid check off of bank statement, duplicate check, etc.)
 - If student-athlete pays rent in cash and has no proof of payment, a verification form completed by the landlord/owner *must* be received by the compliance office
- Mail second verification letter 4 weeks after first mailing by completing a mail merge via merging to *Landlord verification-2nd notification document* and *Landlord verification form*
- Follow up with phone calls 3 weeks after second letter to landlords that have not yet responded
- Send individual owners’ names (non-managerial complexes) to the ticket office to compare names to pass list
- Further follow up will occur if deemed necessary by the compliance staff
- Verification forms will be kept in the sport’s file in Compliance Associate’s office for six years.

[Please note: the verification forms for 2005-06, 2006-07 and 2007-08 are filed in the storage room. Each form is filed in the sport file, behind the specific student athlete’s “General Information Form.”]