

AU INTERNAL APPROVAL FORM FOR MINORS PARTICIPATING IN AUBURN ABROAD PROGRAMS

4/27/04 - Updated 5/06/04

The policy of Auburn University Office of International Education is to **NOT recommend minors (student under the age of 19 in the state of Alabama) to participate on AU study abroad program unless they turn 19 PRIOR to the departure date of the program.** Based on advice from other universities (including risk managers), minors pose the following concerns for participation in study abroad programs: level of maturity within mixed groups of older students, medical care and parental expectations in time of crisis, issues involving alcohol, substance abuse, etc. and related daily minor supervision issues including age specific services for said minor while on the AA program. Minors accompanied by parents or a legal guardian who are not themselves the AA teaching faculty or employees of the program may be approved on a case by case basis to participate on the AA programs. All final decisions related to participation of minors will be made by the Provost/Vice President for Academic Affairs based on recommendations by the academic units and Office of International Education (SEE AU OIE MINOR POLICY for further details)

As AA programs are operated under the auspices of colleges and their departments, said units will make recommendations to the Office of International Education for transmittal to the Office of the Provost. Academic unit recommendations should provide the following:

1. Require the parents or guardians of the minor child to complete the appropriate notarized Affidavit of Consent to travel and custodian/supervision form, and
2. Attach copies of the liability release forms, academic advising forms, and the medical power of attorney signed off on by the parents and or guardians as appropriate and
3. Attach the appropriate host notification and response documentation indicating that the hosting institution has been informed of the age of the participant and that all concerns of the host have been addressed and
4. Complete this internal authorization document and submit to OIE for the student file.

Regarding the participation of the minor identified below, we the undersigned hereby certify that the minor is academically eligible, recommend / do not recommend participation, OR OTHER-comments:

_____ (name) a minor (under the age of 19) on the _____ Auburn
Abroad program from _____ until _____, in _____ (country). This minor is to be
accompanied by the following guardian: _____ (name) _____ (SSN). The
custodian for the purposes of the AA program IS / is NOT a university employee, IS / is NOT a program
faculty/staff member, IS / is NOT a student participant in the AA program, IS / is NOT a representative of
the hosting institution (_____) abroad.

- Please attach any other relevant information regarding the participation of this student. Is the running of this AA program contingent on the participation of this minor: YES, NO, Other

Typed Name _____, Dean, College of _____	Date _____
Signature _____	
Typed Name _____, Chair, Department _____	Date _____
Signature _____	
Name _____ Program Director (1)	Date _____
AU Study Abroad Program: _____	
Department of _____, College of _____	
Signature _____	
Name _____ Program Director (2)	Date _____
AU Study Abroad Program: _____	
Department of _____, College of _____	
Signature _____	

THIS FORM ALONG WITH ALL THE ATTACHMENTS REQUIRED MUST BE SENT TO THE OFFICE OF INTERNATIONAL EDUCATION, ASSIST. DIRECTOR FOR AUBURN ABROAD, 201 HARGIS HALL AT LEAST 60 DAYS PRIOR TO THE DEPARTURE OF THE PROGRAM.