**Form for student to sign out of EI program and leave EI campus**

**without EI or Summer Discovery supervision.**

We encourage residential students to remain on campus for the entirety of the program. In the case of extenuating circumstances or emergencies, the parent/guardian on record for the student may submit a release form as outlined below. Leave requests must come from the parent/guardian listed in the student’s application; requests received from anyone else will be denied. Requests conflicting with required academic programs should be carefully considered as missing class may impact the student's overall course performance.

This form must be submitted at least **48 hours** prior to student departure. Exceptions for emergencies will be considered. I give permission for my child, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to leave the Johns Hopkins Engineering Innovation program without being signed out by a parent or guardian. I understand that if my child leaves the campus without signing out, they may be sent home from the program without a refund. I understand that no exceptions will be made without prior approval from the Engineering Innovation Academic Program Manager, and I fully accept these terms.

I understand that during the time my child is away from the program, Johns Hopkins University and Summer Discovery are not responsible for his or her supervision, and I hereby release forever Johns Hopkins University and Summer Discovery from any responsibility for my child when they are away from the program; this includes other activities held on campus but are not organized by Engineering Innovation and Summer Discovery. I understand that if my child leaves the program and chooses to miss activities and/or meals, that these expenses are not reimbursable. I further acknowledge that my child will continue to follow and abide by the rules and regulations of EI and Summer Discovery at all times for the duration of the program, on and off campus.

**Please check the appropriate box:**

* During the program special leave request
* End of the program (special transportation request)

Reason student is leaving the program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date and time student is leaving the program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date and time student will return to the program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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*If the leave request is during the program and is approved, the student must return to campus by 10:00 p.m. If the leave request is for departure at the end of the program, this information is not required.*

Method by which the student is permitted to leave the program (examples: hired car (please identify vendor), public transportation (please provide bus information), shuttle . . .) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Method by which student will return to the program (examples: hired car (please identify vendor), public transportation (please provide bus information), shuttle . . .) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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In instances when the student is being picked up by a family member or friend, please provide the following information:

My student may leave the program with the individual(s) listed below. This/These individual(s) will meet with Summer Discovery staff and sign the student out upon departure from the program and sign the student in upon their return. Summer Discovery will require a photo ID before releasing the student.

Name of person, over 21 years of age, who is authorized to pick up the student:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I further agree to assume full responsibility for all risk of personal injury, property damages or any loss that may result from my child leaving the EI campus unsupervised by EI or Summer Discovery staff. In addition, I agree to assume all financial responsibility for any costs associated with my child’s leaving, and I and/or my child will be solely responsible for making any travel-related arrangements such as transportation to and from the EI campus.

I agree to hold Johns Hopkins University and Summer Discovery, and their directors, trustees, employees and agents harmless from and against any and all claims, demands, damages, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys’ fees, court costs, and other expenses related thereto), including, but not limited to, those related to injury to or death of any person or persons (including my child) and loss of or damage to any property owned by my child or by a third party, arising directly or indirectly from my child leaving the EI campus without supervision by EI or Summer Discovery staff. I agree that this agreement, and all terms and conditions stated herein, will be construed and governed in accordance with the laws of the State of Maryland in the United States of America, and I agree that the federal and state courts located in Baltimore City, Maryland, shall have exclusive personal and subject matter jurisdiction over me and/or my child and any issues or claims that arise out of this agreement, and I waive my right to claim jurisdiction of those courts as a defense to any claim.

Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_