

## PROTECTION OF MINORS EVENT / PROGRAM FORM

### Instructions

1. Review Protection of Minors Policy
2. At least fourteen (14) days prior to the event, complete and submit this form with attachments to the Office of Compliance and Policy, Guggenheim Hall, 1500 Illinois Street, Golden, CO. Email: [compliance@mines.edu](mailto:compliance@mines.edu)
3. Contact Human Resources Department to request background checks per Minors Policy.

Program Title:	Hosting/Sponsoring Department:
Program Dates/Times or Beginning /End / Frequency:	Program Location
Program Director Contact Information:	
Persons (at least 2) responsible for making arrangements for the safety of minors and other participants in the event of an emergency (name, email address and phone numbers)	
Contact 1:	
Contact 2;	
Estimated Number of Attendees (Include Participants and Volunteers)	Approximate Age Range of Participants:
Summary of Program Description:	
Attach a list of all Mines personnel (including student employees), volunteers, and contractors who are or will be involved in this program. (Please note: Any individuals who have not had a background check completed in the past 5 years will be required to complete the <a href="#">Background Investigation Disclosure and Authorization Form</a> )	

**I attest that I have reviewed Colorado School of Mines Protection of Minors Policy, and that the information contained herein and attached (if applicable) is true and correct to the best of my knowledge and belief.**

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Signature of Hosting / Sponsoring Department Head or Director

Date