

**C.W. Post/Long Island University  
Student Club and Organization Member  
Off Campus Trip Conduct Agreement**

Student Name: \_\_\_\_\_

Student Cell phone number: \_\_\_\_\_

Emergency Contact: (name/relationship and phone number) \_\_\_\_\_  
\_\_\_\_\_

Reason for Travel: \_\_\_\_\_

Destination: \_\_\_\_\_

Dates of Travel: \_\_\_\_\_

Student club and organization members are responsible for conducting themselves in an appropriate manner at all times during travel. Students are responsible for personal expenses and all academic work missed as a result of travel. Regardless of age, all alcohol and drug policies apply to students while they are on school sponsored trips. Students are expected to behave in a manner that is in alignment with the Ethos Statement as well. If students do not adhere to these policies, or are found to be acting in a manner deemed inappropriate, they can be asked to leave the trip (by plane if necessary) and /or subject to disciplinary/judicial actions upon return to CW Post.

Remember, you are representing your club or organization and C.W. Post/Long Island University from the time you depart campus until the time you return to campus.

This form needs to be submitted to Barbara Hazan, in the Student Life and Leadership Development Office at least one week prior to the departure date of the trip.

Agreed & accepted:

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

(Turn Over)