



*Empowering Students for Lifelong Civic Participation  
with Knowledge, Organizational Skills, Confidence*

## **WHAT IS SPPPF?**

The Student Public Policy Forum (SPPF) is an academic program that provides an overview of local, state and national public policy making, and citizen influence and involvement. A focus is placed on experiential learning and leadership development through engagement in the public policy process.

## **WHY SHOULD I JOIN SPPPF?**

Through your participation in SPPF you will:

- Gain confidence and interact with public officials
- Communicate effectively in a political context
- Effectively advocate *for* and *with* your community
- Learn the why and how of consensus building
- Develop and refine leadership skills

SPPF is also a lot of fun! You will make new friends from each of the ten Maricopa Community Colleges who share your passion for making a difference. You will also have an opportunity to network with likeminded students across the country at the American Student Association of Community Colleges Conference in Washington, D.C.

## **APPLICATION & SELECTION PROCESS**

Applications must be submitted to your Student Life office or campus contact person by **4:00 p.m. on Friday, April 27, 2012**. Applications are screened at the campus level, and forwarded to the District Office for final selection. All selection decisions will be made and communicated by a District staff person on or before May 31, 2012.

## **PROGRAM REQUIREMENTS**

No prior experience is necessary for participation in the Student Public Policy Forum. Students must meet the following program requirements:

- Maintain a minimum enrollment of six credit hours at the Maricopa Community Colleges during the Fall 2012 & Spring 2013 semesters.
- Register for the SPPF section of POS 115 at Estrella Mountain Community College in the Spring 2012 semester. (*This is in addition to the required 6 above.*)
- Be a U.S. citizen or lawful resident (*documentation required*).
- Have successfully completed English 101 or equivalent
- Have a cumulative grade point average (GPA) of 2.5 or above for all college coursework and maintain a semester GPA of 2.5 or above. *Students in their first college semester must have a high school GPA or GED equivalency of 2.5 or above.*
- Agree to all program guidelines and ground rules.

## STUDENT PROFILE

Students from all backgrounds, majors, and experiences are encouraged to apply. We value the unique contribution each student brings to SPPF, and especially appreciate a positive attitude, willingness to learn, and respect for others. Diversity of opinion, political affiliation, age, background and interest makes the SPPF experience that much more valuable for students!

Meet just a few of our successful SPPF alumni:



Marshall Pimental, SPPF Class of 2011

Major: Communications & Political Science

*“Joining SPPF was the best decision I ever made. The program exposed me to a wide range of community leaders and inspired me to set high goals for my future. I would encourage any student interested in the program to not hesitate to apply!”*

Jennifer Papworth, SPPF Class of 2010

Major: Public Administration/Public Service

*“SPPF was a transformative experience that increased my self-confidence and desire to make a difference in my community. It helped me develop my identity beyond being a wife, mother and student. It inspired me to run for office; I am now a school board member and look forward to additional leadership opportunities.”*



Joe Juliano, SPPF Class of 2011

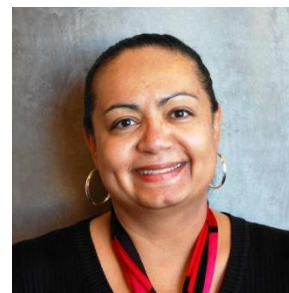
Major: Biochemistry

*“While my interests lie in biochemistry and clinical medicine, I want to become actively involved and inform public policy pertaining to my future field. Through learning from actual policy leaders and meeting with my representatives in D.C. about issues facing community colleges, I gained invaluable experience that could not have been attained in the classroom. SPPF not only instilled in me the importance of civic participation in any profession, but also the skills, leadership and confidence to do act on it.”*

Dana Beyers, SPPF Class of 2011

Major: Political Science

*“As a political science major, the SPPF program helped me to fully understand the intricacies of government, the importance of participation, and how we as citizens must share in the shaping and development of public policy if we as voters are to benefit.”*



## **POS 115**

In the Spring 2013 semester, all participants are required to register at Estrella Mountain Community College for the SPPF section of POS 115: Issues in American Politics. This 3-credit course has both –L|| (literacy) and –SB|| (social/behavioral) general education designations, and is transferable to any of the three Arizona state universities.

POS 115 provides students with a detailed understanding of the Arizona Legislature and United States Congress, the Arizona Court system, and Arizona elections processes. In addition, students will be required to facilitate an on-campus event, and design an advocacy project that showcases their knowledge of how to effectively influence public policy outcomes.

## **FEES & EXPENSES**

Program expenses are shared by the student and the Maricopa County Community Colleges District. The District will pay for costs related to the American Student Association of Community Colleges Conference in Washington, D.C., including airfare, conference registration, lodging, ground transportation in DC, and a per diem for meals.

Students are required to have or acquire appropriate clothing (business attire) and to pay for incidental expenses (optional activities and purchases) in Washington, D.C. Additionally, students are responsible for the registration and tuition costs for POS 115 at Estrella Mountain Community College in the spring 2013 semester.

## **LOCATION & TRANSPORTATION**

Most SPPF activities are scheduled at:

**MCCCD District Office**  
2411 West 14th Street  
Tempe, Arizona 85281

Students are responsible for acquiring transportation to all scheduled SPPF activities (see –Calendar|| on page 3 for details). Please consult your campus contact person to determine if college transportation or carpools are available.

## **HYBRID/ONLINE PARTICIPATION**

In addition to the in-person activities (see Calendar on page 3); you are expected to be in regular contact with the program staff and your fellow students by using the online resources that will be provided. These include discussion boards, on line research, reading assignments, posting assignments and on-line discussion. The SPPF program and POS115 are hybrids - a combination of face to face meetings with on-line instruction. It is critical that you check your @[maricopa.edu](mailto:maricopa.edu) Gmail account regularly and access Blackboard on a regular basis.

You are not required to purchase any special equipment to participate in the online component of SPPF. If you do not have a computer or internet access at home, free internet access is available at your campus library and computer labs, and at most public libraries. *If you are utilizing any of these options, please make sure to allocate enough time to effectively complete the on-line requirements*

## CALENDAR

It is essential that applicants understand the program requirements and commit to participating fully in all program activities. Any student missing a required activity without prior approval from the faculty adviser will be dropped from SPPF.

All events will take place on Fridays from 1:00 to 4:00 p.m. in the MCCC D Governing Board room, unless noted otherwise. For more details, see: <http://www.maricopa.edu/sppf/events>

### **April 27, 2012**

Applications due by 4:00 p.m.

### **May 31, 2012**

Applicants notified of selection

### **August 18, 2012**

Online prep work begins

### **August 24, 2012**

*Orientation & Overview*

### **September 7, 2012**

*1. Education in Arizona*

### **September 21, 2012**

*2. Parliamentary Procedure and Public Speaking 101*

### **September 25, 2012 (Tuesday)**

*Observe MCCC D Governing Board meeting  
Arrive by 6:15 p.m.*

### **October 5, 2012**

*3. Policymaking and Layers of Government*

### **October 19, 2012**

*4. Arizona Legislature Workshop*

### **November 2, 2012**

*5. Arizona Executive Branch*

### **November 16, 2012**

*6. Arizona Courts*

### **November 30, 2012**

*7. Arizona State Government  
Arizona State Capitol Visit*

### **(optional)**

*First Friday Artwalk & Dinner  
5:00 p.m. to –  
Downtown Phoenix*

### **January 18, 2013**

*8. Public Speaking 201 & Crafting Consensus*

### **January 25, 2013**

*9. Engaging at the College & Local Levels*

### **February 8, 2013**

*10. Media Relations*

### **February 22, 2013**

*11. Advocacy & Resource Development*

### **March 8, 2013**

*12. Pre-DC Briefing*

### **March, 2013 (exact dates tba)**

*American Student Association of Community Colleges Conference  
Washington, D.C.*

### **March 29, 2013**

*13. Secretary of State & Elections (State Legislative, Congressional & Initiatives)*

### **April 12, 2013**

*14. Preparation for Governing Board presentation*

### **April, 2013 (Tuesday, exact date tba)**

*MCCC D Governing Board meeting with student presentations  
Arrive by 6:00 p.m.*

### **April 26, 2013**

*15. Closing Ceremony*

**Please note:** All dates, times, and locations are tentative and subject to change.

## SPPF STAFF CONTACTS

### District Office

Deanna Villanueva-Saucedo  
(480) 731-8155  
deanna.villanueva-saucedo@domail.maricopa.edu

### Campus

#### **Chandler Gilbert Community College**

Mike Greene  
Director of Student Leadership  
(480) 732-7146  
mike.greene@cgmail.maricopa.edu

#### **Estrella Mountain Community College**

Herschel Jackson  
Director of Student Leadership  
(623) 935-8910  
herschel.jackson@estrellamountain.edu

#### **GateWay Community College**

Jessie Palacio  
Director of Student Leadership  
(602) 286-8141  
palacio@gatewaycc.edu

#### **Glendale Community College**

Connie Greenwell  
Student Leadership Coordinator  
(623) 845-4474  
c.greenwell@gcmail.maricopa.edu

#### **Mesa Community College**

Greg Reents  
Director of Student Leadership  
(480) 461-7285  
greg.reents@mcmmail.maricopa.edu

#### **Paradise Valley Community College**

Michael Ho  
Director of Student Leadership  
(602) 787-7308  
mike.ho@pvmail.maricopa.edu

#### **Phoenix College**

Genesis Toole  
Director of Student Leadership  
(602) 285-7230  
genesis.toole@pcmail.maricopa.edu

#### **Rio Salado College**

John Bastian  
Coordinator of Student Services  
(480) 517-8656  
john.bastian@riosalado.edu

#### **Scottsdale Community College**

Becky Bradley  
Director of Student Life  
(480) 423-6538  
becky.bradley@sccmail.maricopa.edu

#### **South Mountain Community College**

Buddy Cheeks  
Director of Student Life  
(602) 243-8069  
buddy.cheeks@smcmmail.maricopa.edu

## THE SPPF DECLARATION OF CIVILITY

We affirm that all of the members of a learning college ought to be held in mutual respect; that they aspire to achieve and belong as do all people regardless of their title, job classification, or degree; that all members of the SPPF community—students, teachers, employees—are engaged in a common endeavor: the creation of an environment dedicated to learning.

We further affirm that the vitality of a learning college depends on a community where dialogues are both honest and civil, where tough questions are raised and we can disagree without being disagree-able. Thus, it is the duty of every member of the community to actively and consciously help make this possible, committing each of us to personally uphold the virtues that lead to such a culture and to hold others accountable as well, both privately and publicly. We should all be role models and hold each other to a consistent standard.

To achieve these ends, a behavior, which we shall call civility, must not only be practiced but form the basis for a new era of respect and trust among the members of this community; for without this capacity—this respect and trust—the goal of becoming a place where learning is cherished will never be achieved. Civility as we understand it flows from these basic virtues:

1. Integrity, including
  - Honesty
  - Fairness
  - Sincerity
2. Fidelity, including
  - Faithfulness to the spirit of a learning college
  - Allegiance to the public trust
3. Charity, including
  - Kindness
  - Caring
4. Responsibility, including
  - Good will
  - Tolerance
  - Compassion
  - Reliability
  - Accountability
  - Trustworthiness
5. Self-discipline, including
  - Acting with reasonable restraint
  - Not indulging in excessive behavior

Finally we affirm that these virtues must be modeled first and foremost by those members who wear the mantle of leadership. It must be modeled foremost by the leaders within the student body, faculty, staff and administration because it is to them that the rest of the community looks for direction, for support, and for wisdom in our common endeavor to make this a place of learning.

## THE SPPF BILL OF RIGHTS

I. All members of this community shall be free from intimidation, retaliation, abuse, humiliation, harassment, and interference that hinders the proper execution of their roles.

II. All members of this community ought to be entitled to due process, adequate

feedback and information to carry out their roles, timely responses to requests and recommendations, respectful consideration of their concerns and the opportunity and responsibility for participation in the processes that determine the welfare of the community.

### Credits due:

The SPPF Declaration of Civility and the SPPF Bill of Rights were originally authored by Dr. Terry Calaway for use by Central Arizona College.

**APPLICATION**

Applications will be accepted until 4:00 p.m. on Friday, April 27, 2012. Please submit the application to the appropriate campus contact person (see page 4). Incomplete application packets will not be accepted, so please verify that you have included all the items requested when submitting your application.

**APPLICATION CHECKLIST**

To be considered, you must submit each of the following items:

- Completed application with signed Participation Agreement
  - List of current activities
  - Personal goals (*not to exceed 150 words*)
  - Essay (*≈200-500 words*)
  - **One** performance evaluations
  - **One** letter of recommendation (*letter of recommendation and performance evaluation must be from different individuals*)
  - Student Behavioral Contract (*signed*)
- Emergency Contact Form (*signed*)
  - Talent Release Form (*signed*)
  - Travel Assumption of Risk Form (*signed*)
  - A copy of your Fall class schedule demonstrating your current enrollment in the Maricopa Community Colleges with a minimum of six credit hours.
  - Unofficial transcript verifying a cumulative GPA of 2.5 or above and successful completion of English 101 or equivalent

**GENERAL INFORMATION**

**Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ cell      home      work      (*circle one*)

**Telephone:** \_\_\_\_\_ cell      home      work      (*circle one*)

**Email:** \_\_\_\_\_

**Academic Program/Major:** \_\_\_\_\_ **Cumulative GPA:** \_\_\_\_\_ (*must be 2.5 or higher*)

**Are you registered to vote?**                      Yes      No      (*circle one*)

*Students who are eligible to vote in the State of Arizona may register online at:  
<https://servicearizona.com/webapp/evoter/>*

Please list your **congressional district:** \_\_\_\_\_ and **legislative district:** \_\_\_\_\_  
*You may find this information on your voter identification card (next to "CON" and "LEG"), or online:  
<http://recorder.maricopa.gov/pollingplace>*

**Do you require special accommodation for travel, lodging, education materials, or meals?**

Yes      No      (*If yes, please attach a brief explanation.*)

***Continued on the following page...***

**PLEASE ATTACH THE FOLLOWING TO YOUR APPLICATION:**

**Current School & Community Activities**

Please list any organizations or activities that you participate in and describe your level of involvement (i.e., roles, responsibilities, time commitments).

**Personal Goals**

In 150 words or less describe your goals: education, career, life, etc. Tell us what is most important to you and what you hope to accomplish and how. There is no right or wrong answer; we are only trying to understand what motivates you. Don't spend a lot of time with this. Just write whatever comes to mind first.

**Reflection Essay**

In 200 to 500 words (one or two typed, double-spaced pages), identify a challenge facing your community. Why is it important? Explain how you *personally* would make a difference. If you have already had such an experience, you are encouraged (but not required) to write about that.

Have someone proofread your essay before submitting the application. (It is strongly recommended that you consult an English or communications instructor or a friend whose writing skills you trust.)

**PARTICIPATION AGREEMENT**

**I acknowledge with this signature that:**

**A.** I am committed to the time requirements of the Student Public Policy Forum, namely:

- a.** Sixteen 3-hour learning sessions (8 during the Fall and 8 during Spring semester)
- b.** Five-day conference in Washington, D.C. during the Spring semester
- c.** Individual and/or group homework activities which may require up to 3 (three) hours of work between classes during the fall semester, and up to 6 (six) hours of work between classes during the spring semester.

**B.** I am prepared to fulfill all other obligations of participation in the program, including reading, research, online interaction, and other assignments.

**C.** I have read, understand, and affirm the SPPF Declaration of Civility and Bill of Rights.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**The Maricopa County Community College District is an EEO/AA institution.**



## CALENDAR

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All events will take place on Fridays from 1:00 to 4:00 p.m. in the MCCC CD Governing Board room, unless noted otherwise. For more details, see: <http://www.maricopa.edu/sppf/events>

### **August 24, 2012**

*Orientation & Overview*

### **September 7, 2012**

*1. Education in Arizona*

### **September 21, 2012**

*2. Parliamentary Procedure and Public Speaking  
101*

### **September 25, 2012 (Tuesday)**

*Observe MCCC CD Governing Board meeting  
Arrive by 6:15 p.m.*

### **October 5, 2012**

*3. Policymaking and Layers of Government*

### **October 19, 2012**

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(optional)  
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presentations  
Arrive by 6:00 p.m.*

### **April 26, 2013**

*15. Closing Ceremony*

**I hereby acknowledge the dates of SPPF sessions and have scheduled them accordingly.**

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

## PERFORMANCE EVALUATION

**To the Applicant:** This form should be given to an instructor or supervisor under whom you have studied or worked, who is able to comment on your qualifications for the Student Public Policy Forum (SPPF).

Student's Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

**To the Instructor/Supervisor:** Please complete the following information and forward the form at your discretion to the appropriate campus contact person or applicant. It is to the applicant's advantage if you also attach additional comments on letterhead to this form. Information about our program may be found online at: <http://www.maricopa.edu/sppf>

Name of Instructor/Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Campus or Organization: \_\_\_\_\_

How long have you known the applicant and in what capacity? \_\_\_\_\_

Please rate and comment on the applicant's suitability for representing his/her college to the Student Public Policy Forum for the 2011-2012 academic year.

**Rating Key:**

**1=below average 2=average 3=above average 4=superior, exceeds peers \*=unable to evaluate**  
(please include comment)

Performance Areas	Scale					Comments
<b>QUALITY OF WORK</b> - How accurate and thorough is the student's work--does it meet acceptable standards for the collegiate level? Are requests and assignments completed as scheduled?	1	2	3	4	*	
<b>ATTITUDE AND PROFESSIONALISM</b> - Is the individual professional in their behavior? Are they enthusiastic, diligent, interested, and courteous?	1	2	3	4	*	
<b>DEPENDABILITY/ATTENDANCE</b> - How reliable is the individual? Do they participate fully in program elements? Does he/she complete assignments and carry out instructions? How much supervision or intervention is required? How responsible is student toward assigned work? Does the student notify you when unable to attend or arrive on time?	1	2	3	4	*	
<b>RELATIONSHIPS WITH PEOPLE</b> - Is the individual respectful of others? Do they practice active listening and allow others to share perspectives that may be different from their own? Does the student work effectively with peers?	1	2	3	4	*	
<b>CRITICAL THINKING/REASONING</b> - How open is the student to learning new ideas and differing viewpoints? Is the student able to make connections and comparisons between theory and practice?	1	2	3	4	*	
<b>CAPACITY</b> - Given the student's current activities and class schedule, is the student able to realistically commit to the SPPF program's scope of work? Is the student able to commit to the time necessary for full and active participation while balancing their class/workload and outside commitments?	1	2	3	4	*	
<b>OVERALL RATING</b> - Considering all of the criteria listed above, rate the student's overall performance level.	1	2	3	4	*	

Signature of Instructor/Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

**MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT**  
Student Behavioral Contract  
**Rules and Responsibilities**

*This trip is funded by the Maricopa Community College District. As a District-funded activity, participating individuals are required to abide by the policies and procedures established by the Student Code of Conduct as well as by the Governing Board of the Maricopa County Community College District for in-state and out-of-state travel. Participants are also required to follow the policies and procedures set forth by the college, district, and the organization hosting the event.*

Travel costs (transportation, per diem for meals, lodging and registration) are provided by the college and District. Participants are responsible for their own snacks, souvenirs, and personal expenses.

**A. Adherence to Policies and Procedures**

All participating students will be required to adhere to established policies and procedures. The "honor system" will apply to all aspects of this trip. This means that you regulate your own behavior and discourage others from actions that violate district policies and procedures as well as this contract.

**B. Participation in Activities**

All attendees are required to participate in each activity listed on the daily agenda. No deviations to the schedule will be made by students without the approval of their advisor(s). Participants are expected to respect the time and effort of others by being on time and actively participating in all scheduled activities.

**C. Use of Drugs and/or Alcohol**

The use of alcohol and/or illicit drugs is strictly forbidden according to the policies of the Maricopa County Community College District.

**D. Behavior**

As students, as well as members and/or officers of a student organization or athletic team, participants are expected to conduct themselves in a manner which

- 1) Reflects positively on themselves, the club/organization/team, the college, and the district
- 2) Reflects commitment to integrity in personal, social and academic involvements, and
- 3) Is respectful of others and worthy of respect from others.

**E. Dress**

Participants are expected to dress appropriately for any and all occasions.

Any student violating this behavioral contract may be sent home and may be required to reimburse the District for the full cost of the trip. In addition, any student violating this behavioral contract will be subject to further discipline as outlined in the Student Code of Conduct. Furthermore, officers and athletes may be removed from the student organization or team.

**I have read the above provisions and agree to abide by them for the entire duration of this District-sponsored trip.**

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Student's Printed Name \_\_\_\_\_ College \_\_\_\_\_ **Student Public Policy Forum** \_\_\_\_\_  
Activity or Program \_\_\_\_\_

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

## Student Emergency Contact Information Sheet

Name of Activity \_\_\_\_\_ **Student Public Policy Forum** \_\_\_\_\_ Date \_\_\_\_\_

Student's Name \_\_\_\_\_ Age \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ Business Phone (\_\_\_\_) \_\_\_\_\_ Other \_\_\_\_\_

SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Address \_\_\_\_\_

City                      State                      Zip

Family Physician \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Preferred Hospital \_\_\_\_\_

Medical Insurance \_\_\_\_\_ Policy Number \_\_\_\_\_

Date of Last Physical Examination \_\_\_\_\_

History of Diabetes or Epilepsy? Yes \_\_\_\_\_ No \_\_\_\_\_

Allergies to Sulfa, Penicillin, etc.? Yes \_\_\_\_\_ No \_\_\_\_\_

Permission to Administer Anesthetic? Yes \_\_\_\_\_ No \_\_\_\_\_

Any other medical conditions that you would like us to be aware of:

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Signature

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Date



MARICOPA COUNTY COMMUNITY COLLEGE DISTRICT
2411 West 14th Street, Tempe, AZ 85281-6942

TALENT RELEASE FORM

I authorize the Maricopa County Community College District, and those acting within its authority, to, at no charge:

- Record my participation, appearance or performance on video tape, audio tape, film, photograph or any other medium.
Use my name, likeness, voice and biographical material in connection with these recordings.
Copy and distribute the recording in whole or in part solely for educational purposes by the Maricopa County Community College District, and those acting under its authority, as they deem appropriate.

Name: Date:

Address: Telephone:

Signature:

Parent/Guardian

Signature (if under 18): Witness:

(Complete the following if intended use includes broadcasting)

In addition, I authorize the Maricopa County Community College District, and those acting under its authority, to broadcast my participation, appearance or performance on Maricopa Colleges Television ("MCTV") facilities in Maricopa County and on any television stations licensed to MCTV. None of the stations are commercial stations. The number of broadcasts will not exceed during the 12 months following the date of my appearance or performance. MCTV may edit the recording of my performance to meet time requirements and may play such recordings in whole or in part to meet its schedule. MCTV will cease using any edited recording upon my objection to it in writing. MCTV may use my name, photograph, biographical information and short excerpts of my appearance or performance for promotional use without my inspection or approval of the finished product.

I understand that I will not receive any compensation for the distribution of my appearance or performance through MCTV. I also understand that MCTV is not obligated to broadcast or distribute my appearance or performance, and that any use that MCTV may make of my appearance or performance is at its sole discretion.

I am / I am not the owner of the intellectual property in the work that I performed or will perform ("Work"). The name and description of the Work that I own is:

As the owner, I give MCTV a nonexclusive license to use the Work or excerpts of the Work as performed by me for broadcast on MCTV at no additional cost beyond any fees that the Maricopa County Community College District has paid or will pay me for my appearance.

Name of Event: Date of Event:

Name: Signature:

Parent/Guardian

Signature (if under 18): Witness:

**MARICOPA COMMUNITY COLLEGE DISTRICT**  
**2411 W 14<sup>th</sup> St, Tempe AZ 85281-6942**

**TRAVEL ASSUMPTION OF RISK & RELEASE OF LIABILITY**

*Caution: This is a release of legal rights. Read and understand it before signing.*

The Maricopa County Community College District is a public educational institution. References to College ("College") include all of the Colleges within the Maricopa County Community College District ("MCCCD"), its officers, officials, employees, volunteers, students, agents, and assigns.

I \_\_\_\_\_, freely choose to participate in the **Student Public Policy Forum** (henceforth referred to as the "Program"). In consideration of my participation in this Program, I agree as follows:

**SPECIFIC HAZARDS OF TRAVEL:** (Specific dangers endemic in this Program's area of travel.)

**INSTITUTIONAL ARRANGEMENTS:** I understand that College is not an agent of, and has no responsibility for, any third party which may provide any services including food, lodging, travel, or other goods or services associated with the Program. I understand that College is providing these services only as a convenience to participants and that accordingly, College accepts no responsibility, in whole or in part, for delays, loss, damage or injury to persons or property whatsoever, caused to me or others prior to departure, while traveling or while staying in designated lodging. I further understand that College is not responsible for matters that are beyond its control. I acknowledge that College reserves the right to cancel the trip without penalty or to make any modifications to the itinerary and/or academic program as deemed necessary by College.

**INDEPENDENT ACTIVITY:** I understand that College is not responsible for any loss or damage I may suffer when I am traveling independently or I am otherwise separated or absent from any College activity. In addition, I understand that any travel that I do independently on my own before or after the College sponsored Program is entirely at my own expense and risk.

**HEALTH AND SAFETY:** I have been advised to consult with a medical doctor with regard to my personal medical needs. I state that there are no health-related reasons or problems that preclude or restrict my participation in this Program. I have obtained the required immunizations, if any.

I recognize that College is not obligated to attend to any of my medical or medication needs, and I assume all risk and responsibility therefore. In case of a medical emergency occurring during my participation in this Program, I authorize in advance the representative of the College to secure whatever treatment is necessary, including the administration of an anesthetic and surgery. College may (but is not obligated to) take any actions it considers to be warranted under the circumstances regarding my health and safety. Such actions do not create a special relationship between the MCCCD and me. I release the MCCCD, its officers, officials, employees, volunteers, students, agents and assigns from all liability for any bodily injury or damage I sustain as a result of any medical care that I receive resulting from my participation in Program, as well as any medical treatment decision or recommendation made by an employee or agent of the MCCCD. I agree to pay all expenses relating thereto and release College from any liability for any actions.

**TRAVEL CHANGES:** If I become separated from the Program group, fail to meet a departure airplane, bus, or train, or become sick or injured, I will, to a reasonable extent, and at my own expense seek out, contact, and reach the Program group at its next available destination.

**ASSUMPTION OF RISK AND RELEASE OF LIABILITY:** Knowing the risks described above, and in voluntary consideration of being permitted to participate in the Program, I agree to release, indemnify, and defend College and their officials, officers, employees, agents, volunteers, sponsors, and students from and against any claim which I, the participant, my parents or legal guardian or any other person may have for any losses, damages or injuries arising out of or in connection with my participation in this Program.

**SIGNATURE:** I indicate that by my signature below that I have read the terms and conditions of participation and agree to abide by them. I have carefully read this Release Form and acknowledge that I understand it. No representation, statements, or inducements, oral or written, apart from the foregoing written statement, have been made. This Release Form shall be governed by the laws of the State of Arizona which shall be the forum for any lawsuits filed under or incident to this Release Form or to the Program. If any portion of this Release Form is held invalid, the rest of the document shall continue in full force and effect.

\_\_\_\_\_  
Signature of Program Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Legal Guardian (if student is a minor)

\_\_\_\_\_  
Date