

Risk Evaluation Questionnaire

(Off-Site Internship, Practicum, Transformational Learning Opportunities, etc.)

1. The learning experience is best described as:
 - Field Trip** (an off-campus observatory experience coordinated as part of a student's coursework)
 - Internship/Apprenticeship** (work-like environment for an extended period of time to practice work related skills and development)
 - Volunteer/Outreach** (community service, philanthropy or public performance)
 - Community Based Instruction** (participation in the community with a specific task to accomplish)
 - Community Based Research** (a collaborative effort between academic researchers and community members)
 - Immersion** (local or global activities which involve integration into a culture or community; can be co-curricular or integrated into a course)

2. Is there more than one site involved? Yes No

3. Please provide a very brief description of the off-site campus learning opportunity (anticipated activities, goals, site location, duration, etc.):

4. Have you completed any type of assessment on the site(s)? Yes No
If yes, please describe.

5. What are the planned activities and inherent risks associated with the off- campus learning opportunity? Check all areas with which students will have interactions.
 - Minors Elderly Individuals who have disabilities

 - Individuals who have mental health issues Patient Medical Care

 - Homeless Criminal Population Contact with Animals Water Activities

 - Camping Significant Risk of Bodily Injury Property Damage

 - Construction Site Environmental Other

5. Are you conducting orientation for the students? Yes No
If no, is the site conducting orientation for the students? Yes No

6. Will there be UNF faculty supervision on-site? Yes No

7. Will transportation be provided for the student? Yes No

*****STOP HERE IF THE LEARNING EXPERIENCE IS LIMITED SOLELY TO A FIELD TRIP.*****

8. Is there a designated community partnership coordinator or other site representative for communication regarding the student's performance? Yes No
9. Are you familiar with the site's policies and procedures to ensure compliance by the University and the student? Yes No
10. Will the students work directly with the site's clients? Yes No
11. Does the site require insurance from the student or UNF? Yes No Unsure
12. Are there any physical barriers that create difficulties for site impaired, hearing impaired, mobility impaired individuals? Yes No Unsure
13. Does the site require any of the following? Check all that apply.
 Drug Testing Criminal Background Check Health Screening

 Health Insurance Disability Insurance Other
14. Does the site deliver emergency care, in the event of a student medical emergency?
 Yes No Unsure
15. Does the site require students to keep site information confidential? Yes No
 Unsure
16. Other than employees of the site, do you intend to involve a person in the off-campus learning experience who is not a UNF student, UNF faculty or UNF staff? Yes No
17. Does the site require any of the following documentation? Check all that apply.
 Contract Attestation or Acknowledgment Waiver or Release
18. In your opinion, does the off-campus learning opportunity provide a greater benefit for the student or the site? Student Site Unsure
19. Will the student's participation displace site employees or provide any immediate advantage to the site? Yes No Unsure
20. Is the student entitled to employment by the site at the end of the off-campus learning opportunity? Yes No
21. Do the site and student understand that the student is not entitled to wages for participating in the off-campus learning experience? Yes No

22. Will you or have you gone through an IRB process for the off-campus learning experience? Yes No