



The University of Texas at Tyler Outdoor Adventure Trip Policies and Procedures

The University of Texas at Tyler Recreational Sports program provides a variety of programs for students, faculty, staff and the community to get involved. One of the six pillars of our department is our Outdoor Adventure program. Outdoor Adventures provides recreational opportunities outside the realm of traditional competitive sports. The traditional outdoor events of hiking, paddling, rock climbing and cycling are included, along with non-traditional events like paintball, skydiving and zip lining.

I. Inherent Risk

All University of Texas at Tyler Rec Sports activities and services may have an element of hazard or inherent danger and Users take full responsibility for their actions and physical conditions. Users agree to indemnify and hold the University of Texas at Tyler Rec Sports Department and its employees harmless from liability, loss, cost, or expense (including attorney's fees, medial, and ambulance costs) that may incur while participating in University of Texas at Tyler Rec Sports activities and use of services.

II. Outdoor Adventures

Trips

- **Registration:** You must pay in full to register for an event.
 - Registration is first-come, first-serve. Once all the spots are filled you may get added to the "wait list."
 - To register, you may visit our website recsports.uttyler.edu or come in person to the HPC office. You must use your student credentials to register online.
- **Non-students**
 - Since the Outdoor Adventure program is subsidized by the Student Rec Fee, the students at the University will take priority in registration.
 - Non-students will be allowed to register for a trip if we do not reach the trip's capacity within 14 days of the trip. Non-students will need to be associated with a student who is attending the trip to register.
 - Non-students will pay significantly more than students since they do not contribute to the Student Rec Fee.
- **Refunds:** There will be no refunds granted within 2 weeks of the trip date. Prior to 2 weeks of the trip, a full refund minus a \$10 administrative fee will be available.
- **Costs:** The Outdoor Adventure program is subsidized through the Student Rec Fee. Therefore, we can provide most of our trips at \$0 cost to the students. The more expensive trips will require a fee; however, it will be a reasonable price. Due to this, we will have a cancellation fee on all our trips.

- Cancellations: If you cannot/do not attend a trip within 2 weeks of the trip date, that will be considered a cancellation, and you will be subject to the cancellation fee.
 - The cancellation fee for our basic trips (zero cost to students) will be \$50
 - The cancellation fee for our trips that require a payment, will be the same as the registration fee.
 - Ex. If the ski trip cost \$250 at registration, the cancellation fee would be \$250
 - The cancellation fee will be placed on your account, and you will not have access to the HPC facility or programs until it is paid.
- Mandatory Pre-Trip Meetings: Pre-trip meetings must be attended and are required by the University. These are listed on the website and on the online registration description. You are responsible for showing up. A courtesy email will be sent to all participants. Even if you do not receive or read the courtesy email you are still responsible for showing up on time.
 - Accommodations can be made for students who have classes during pre-trip meetings, but you must contact the trip coordinator **prior** to the meeting.
 - If you do not attend, you could be replaced by a student on the wait list and a cancellation fee will be charged.
- Behavior: Students are subject to judicial and academic reviews. You may not be allowed to come on a particular trip for any reason.
 - You must understand and comply with the terms of participation, University Code of Conduct, and emergency procedures of the program and obey the law.
 - Remember, use or possession of weapons, alcohol or illegal drugs is forbidden while traveling on a university-sponsored trip.
 - You must follow the program policies for keeping program staff informed of participant's whereabouts and wellbeing.
- Fitness Assessments: Some trips will have a fitness assessment requirement (backpacking trips, hiking, multi-day trips etc.). The activity will have the specifications listed in the online registration description. The trip coordinator will contact you about the assessment. It is to be scheduled and completed before the pre-trip meeting date.
 - If you are unable to successfully complete the assessment, you will not be able to attend the trip and will be given a refund.
- Weather: Any trip can be cancelled at any time due to unsafe weather conditions.
 - E.g. lightning, harsh conditions, low water levels for river trips etc.
 - Trips will first be rescheduled but could be cancelled all together. If the cancellation happens then a full refund will be given.

- Insurance: Students traveling on a university-sponsored overnight trip must have medical insurance. Student health insurance is available to students through Academic Health Plans at <https://www.academichealthplans.com/uttyler/>.
 - Special Event Insurance is available for departments to purchase for uninsured students if necessary but must be purchased prior to the trip.
 - If required, students will be responsible for paying for their trip insurance on overnight trips even if the trip is posted at \$0.
 - The cost is \$5/day

Equipment Rental

- All rental equipment and resource materials are available to University of Texas at Tyler students and faculty/staff with current RecSports memberships. A valid UT Tyler ID is required.
- Reservations: Reservations may be made in person up to 7 days in advance at the Rental Center or online by emailing hpc@uttyler.edu. The full rental fee must be paid upon making a reservation. Equipment not reserved is available on a first-come, first-served basis
 - Rentals are only issued on a per weekend basis: Rentals must be picked up Thursday between 12 and 2pm in the rental center. Rentals must be returned Mondays between 12 and 2pm in the rental center. If you cannot meet during these times, then you may arrange another meeting time by calling 903.565.5602 or emailing bbrunson@uttyler.edu
- Cancellations/Refunds: Cancellations made more than 5 business days in advance of the reservation date will be issued a full refund minus a \$10 administrative fee, cancellations made within 3-5 business days will lose 50% of the total rental fee and cancellations made within 2 business days will result in the total loss of the rental fee.
 - Cancellations of contracts or items totaling \$20 or less are not eligible for refunds of any kind.
 - No credit or refund will be issued for items rented but not picked up, unused equipment or for early return. Rain checks will not be issued.
- Late fees will be assessed at .5 times the weekend rate for each business day the equipment is late past the agreed return date.
- Returns: Equipment must be properly cleaned, dried and packed prior to its return. Users will be assessed a \$20 cleaning fee for equipment that is returned dirty or wet.
 - Fees will be assessed at the current retail price for repair or replacement of damaged or lost equipment.
 - If renting equipment for a group, please be aware that the individual renting the equipment is responsible for all equipment as indicated on the contract and any late, lost, repair or cleaning fees.

- Individuals abusing equipment or not following procedures may be ineligible to rent equipment in the future.