**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
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