



Student Domestic Travel Agreement

General Conduct and Travel Requirements

By participating in University Student Travel, I agree to the following responsibilities:

- I will follow all university policies and procedures during the trip, including OP 91.305 – Domestic Travel by Students, OP 91.100 – Code of Student Conduct, the Sexual Misconduct Policy, and applicable department or student organization policies and procedures. Failure to comply may result in disciplinary action.
- I will conduct myself responsibly and maturely, reflecting positively on my department/organization and Mississippi State University (MSU).
- I will participate in all required aspects of the event for which I am traveling. My department may establish a schedule of fines for failure to participate.
- I am responsible for knowing and abiding by all laws and regulations, including those related to the use and possession of alcohol and drugs.
- If I am unable to return with the group due to my actions, I am responsible for the cost of my own return transportation.
- If I fail to participate in the trip after expenses have been incurred by my department or organization, I will be responsible for repaying those expenses. Any damages caused by me during the trip will also be my responsibility.

Emergency Procedures

- In a serious emergency, I will contact 9-1-1 or the nearest emergency service or law enforcement agency.
- I will report the emergency to my sponsor, department representative, or other supervising adult as soon as it is safe to do so.
- I understand that MSU is not responsible for medical costs incurred during or as a result of the trip, including travel to and from the activity.
- In the event of a serious or ongoing emergency, I will contact the University Police Department at (662) 325-2121 when it is safe to do so.
- For non-emergency assistance, I will contact the University Police Department or email studenttravel@msstate.edu.

Risk Management and Safety Considerations

- I understand that travel carries inherent risks, and I will educate myself on any potential dangers at my destination.
- I will comply with all safety instructions provided by trip personnel or event organizers.
- I will carry any necessary medical insurance information, required medications, and emergency contact details during the trip.
- If group transportation is provided, I will use the designated transportation unless otherwise approved. I will be responsible for any increased costs related to my actions.

Student Driver Verification (for Drivers Only)

If I am driving a vehicle during University Student Travel, I further agree to the following additional responsibilities:

- I possess a valid U.S. driver's license and am trained and experienced in operating the vehicle I will be driving.
- For personal vehicles: I confirm that my vehicle is insured and meets the minimum insurance requirements of its state of registration.
- For rental vehicles: I understand that liability and physical damage insurance are recommended when the vehicle is not driven by a university employee.
- I will obey all traffic laws, speed limits, and posted traffic control signs and regulations.
- I will limit my driving time as follows:
 - No more than four (4) hours of continuous driving without a break.
 - No more than ten (10) hours of total driving time in a 24-hour period.
- I will not use a mobile device while driving if transporting passengers.
- If traveling with others, I will ensure that at least one passenger remains awake to assist with navigation and maintain driver alertness.
- I will exercise caution during adverse weather conditions and adjust travel plans based on weather advisories.
- I will ensure the vehicle is properly maintained and equipped with necessary safety features.
- I understand that if I use my personal vehicle for university travel, I do so at my own risk and am responsible for my own auto physical damage and liability insurance.
- I understand that students are not covered by university insurance during domestic travel and will ensure I have appropriate health insurance coverage.
- I will report any incidents that occur during travel to my trip organizer.

Acknowledgment and Agreement

By signing below, I affirm that I have read, understand, and will comply with these requirements while participating in University Student Travel.

Student Name (Printed): _____

Student Signature: _____ **Date:** _____