

## Annex A About Youth Programs / Minors on Campus Registration

In general, all events involving minors both on the campus of Old Dominion University and those which occur off campus but are sponsored by ODU, must be registered with the University. All programs must be registered annually by the program administrator. The registration should be filed no later than 30 days prior to the start of the program or event.

### Events which DO need to be registered

Any camp, clinic, conference, workshop, program or other activity involving minors who are NOT registered students at ODU, AND ...

• Any event on university property which is open and marketed to the general public where minors attend at the sole discretion of their parents or legal guardians. Ex) concerts, athletic events, national tests (SAT, ACT, etc.)

Any private event held on university property where minors attend under parental or legal guardian supervision.

Student recruitment activities scheduled no longer than one day and does not include overnight stays. Ex) open houses, admission visits, tours ("CUSP")

University research involving minors as human subjects.

Other programs chosen by the university president or designated official in advance and registered as an exception to this policy (please see the current program manual for details).

Minors on Campus Program Manual

Guide and complete the checklist before registering your event.

If the event requires the use of campus facilities, please refer to [University 3200, Use of Facilities and Grounds](#) for the guidelines and procedures for