

University of Washington – Bothell Outdoor Wellness

Outdoor Wellness Trips and Event Policies

Managed by the Department of Recreation & Wellness

Contact: outdoor@uw.edu

Participation Policies:

- All registered events offered through Outdoor Wellness are open only to current UW-Bothell students unless otherwise noted.
- Non-registered events on campus are open to anyone in the UW-Bothell campus community, including friends, family, staff, faculty, and Cascadia partners.
- Students are expected to abide by the [University of Washington Student Conduct Code](#) while participating in all Outdoor Wellness Events.
- Participants will be required to sign an Acknowledgement of Risk Form before participating in any off-campus events.
- Participants may be required to complete and submit a Current Health Form before participating in any events requiring travel or high levels of activity.
- Participants are responsible for reading all program descriptions and assessing their own abilities to participate in an event. Trip Leaders reserve the right to restrict participation if there are concerns for safety of participants or group.
- Participants are also held to the policies of any program partner or facility w

Registration

- Registered events are posted on the online portal located at myarc.uwb.edu at the start of each quarter or as they are added throughout the year.
- Registrations with no associated fees can be made in-person at the Fitness Center Front Desk or the ARC Info Desk.
- Any registrations requiring payment must be made online at this time.
- Payment is due at the time of registration.
- Participants must complete all required fields and agree to any additional terms in order to register for events.
- Participants can request to join a waitlist either in-person at the Fitness Center Front Desk, ARC Info Desk, or by emailing outdoor@uw.edu. Openings will be offered to the entire waitlist and filled in a first-response order.

Pre-Trip Planning

- Participants will receive a pre-trip email prior to the trip with specific details such as packing lists, meeting times, and transportation plans. Participants are responsible for reading this email and responding with any concerns prior to the trip.
- Some outdoor trips may require previous experience, a target level of physical fitness, or specific physical abilities in order to participate. These prerequisites will be specifically outlined in the course description.
- Participants are not allowed to drive themselves to and from remote destinations. Participants wishing to drive themselves to local events must make arrangements in advance with the Trip Leaders.
- If food is provided for an event, food preferences will be asked upon registration. Any changes to these request must be submitted directly to the Trip Leaders.

- Any gear necessary for participation in an event can be provided by The Nest Outdoor Gear Shop free of charge. It is the responsibility of the participant to reserve that equipment in advance to ensure proper sizes are available.
- Requests for accommodations, adjustments, and specific requests should be submitted at least 10 days in advance of any trip.

Cancellations & Fees:

- Participants must be present at the start time outlined in the pre-trip email. Trip Leaders reserve the right to open spots to other participants if the registered participant is late.
- Cancellations must be made at least 48 hours in advance via email or in-person to avoid cancellation fees.
- Cancellation fees are agreed upon during course registration and cover the amount of the trip that was subsidized by the Student Activity Fee.
- If a spot is filled by another participant, a cancellation fee will not be charged.
- Participants are responsible for any personal or group gear that is used during Outdoor Wellness programs. Participants will be charged late, damage, or replacement fees for any personal or group gear according to gear shop policy.
- More than one no-show or late cancellation during a quarter will result in restriction from participation in registered events or rentals from the outdoor gear shop for the remainder of the quarter. Restrictions in more than one quarter can result in reports to Student Conduct or permanent restrictions to Outdoor Wellness programs and gear rental access.

Account Holds and Student Conduct:

Outdoor Wellness reserves the right to place administrative holds on a student's Registrar account if cancellation or equipment fees are not paid within 10 days. Repeat offenses or fees exceeding \$100 can result in permanent restriction to outdoor programs and gear shop rental privileges. These restrictions will also be communicated to Student Conduct for review.