

DREW UNIVERISTY
STUDENT TRIP COORDINATOR INFORMATION
Off-Campus Events

- 1. Fill out the online PPG form**
- 2. Print waivers (one per each trip participant)**
- 3. Once waivers are completed by all event participants, make one copy of all waivers, AND a one copies of the PPG form; bring the copies of the waivers and the PPG form to Public Safety the day before your event.**
- 4. Please keep the original signed waiver forms with you, as well as a copy of the PPG form. Bring these with you to your event, in case of an emergency.**

EMERGENCY CONTACT INFORMATION

For Non- Emergency Questions or Concerns:

Public Safety: 973-408-3379

In the event of an Emergency:

- 1. Call 911**
- 2. Notify Drew Public Safety 973-408-4444 (even when off-campus)**

***When Traveling off campus for a trip or event please be sure to have original waiver forms with you as well as have left a set of copies of the waivers with Drew Public Safety.**