



## RIDE-ALONG REQUEST

### INSTRUCTIONS FOR THIS FORM

1. Complete the form on the next page either electronically or by printing clearly in black or blue ink.
2. Print the form and sign it.
3. Return the completed form using one of the following options:
  - a. Scan and email the form to [DCS.CommunityOutreach@du.edu](mailto:DCS.CommunityOutreach@du.edu)
  - b. In-person at the Campus Safety Center via the Parking Services Office (2130 S. High St.)
  - c. Fax the form to 303-871-4234
  - d. Mail the form to:  
DU Campus Safety, ATTN: Community Resource Officer, 2130 S. High St., Denver, CO 80208

**REQUESTS MUST BE RECEIVED AT A MINIMUM OF 10 BUSINESS DAYS IN ADVANCE**

### INSTRUCTIONS FOR RIDE-ALONG

1. Please arrive promptly at or shortly before your scheduled ride-along time.
2. Please provide at least 24 hours advanced notice if you must cancel. 48 hours is preferred.
3. If the ride-along is scheduled between the hours of 8:30am and 4:30pm, please check in at the Parking Services Office, located at 2130 S. High St.; **OR**
4. If the ride-along is scheduled outside of those times, please meet your assigned officer in the second floor lobby of the Campus Safety Center – 2130 S. High St.

Student  Employee  Other \_\_\_\_\_

Person Requesting: \_\_\_\_\_

DU ID #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Applicant Contact Information: (Phone) \_\_\_\_\_ Email: \_\_\_\_\_

Requested Date(s) & Time(s): \_\_\_\_\_

What is the purpose of this ride-along (all that apply)?

General Interest  Academic Work  Published Work  Other: \_\_\_\_\_

## GENERAL GUIDELINES

1. Names, birthdates, photos or any other identifying information of any DU affiliates will NOT be released.
2. Members of the media (aside from DU publications) must contact the University's Division of Marketing & Communications for any information related to Campus Safety.
3. Misquotations or misrepresentations of facts obtained from the ride-along are in direct violation of the DU Honor Code **\*\*\*Student Conduct charges will be filed for any and all cases of misquoted or misrepresented information\*\*\***
4. If the boxed above labeled "Published Article" is not checked and information from this interview is found to have been published, a conduct case will be generated.

## RULES AND REGULATIONS

1. Any person approved to ride-along is required to be suitably dressed in business casual attire and well-groomed with a professional appearance.
2. Sandals, T-Shirts, tank tops, shorts and ripped or torn jeans are not permitted. Any shift supervisor may refuse a ride-along to anyone not meeting the listed dress code guidelines.
3. The ride-along will follow the directions of the assigned CSO.
4. The ride-along will not become involved in any investigation, handling of evidence, discussions with victims or suspects or handing of any DCS equipment.
5. The ride-along may terminate the ride at any time and the CSO may return the ride-along to the Campus Safety Center if the ride-along interferes with the performance of the CSO's duties.
6. Ride-alongs will not intentionally place themselves in dangerous or unsafe situations during the course of the ride or at any time when present with the assigned CSO.
7. Under no circumstances shall a ride-along be permitted to enter a residence with a CSO without the express consent of the resident or other authorized person.
8. Ride-alongs shall be returned to the Campus Safety Center when the ride-along has ended. At no time, shall a CSO drive the ride-along off-campus or to another destination upon termination of the ride-along without express consent of a shift supervisor.

**RELEASE OF LIABILITY, AGREEMENT TO GUIDELINES AND AGREEMENT TO A CRIMINAL HISTORY RECORDS CHECK**

I, \_\_\_\_\_, acknowledge that accompanying Campus Safety Officers on their shift during the course of official University of Denver business involves risk and I hereby assume all risk related to and arising out of the applicant's participation in the Program. In exchange for the applicant's participation in the Program, I hereby release and waive and agree to indemnify and hold harmless the University of Denver, its appointed and elected officials, agents, and employees for, from, and against all claims, losses, liabilities, suits or demands for damages to persons or property arising out of, resulting from, or relating to the applicant's participation in the Program. I have read this release, understand its contents, and by signing below, accept the terms of this release.

I understand and hereby agree to abide by all guidelines established above while conducting a ride-along with a representative from the Division of Campus Safety at the University of Denver. I understand that failure to abide by these guidelines is grounds for filing of any and all applicable Honor Code / Human Resources violations as well as any and all applicable local, state and federal laws.

I affirm that I will not disclose, publish, or otherwise share any confidential information or any information related to specific Campus Safety operations, protocols, or procedures that I may receive, either directly or indirectly, during my ride-along.

I hereby grant DU Campus Safety permission to conduct both a City & County of Denver criminal history record check and a state-wide check through the Colorado Bureau of Investigation (CBI). I affirm that the name and identifying information printed on this form is true and correct.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Parent/Legal Guardian Signature (If Applicable): \_\_\_\_\_

**CAMPUS SAFETY USE ONLY:**

APPROVED  DENIED

AUTHORIZED BY:

DATE: