The Residential Program Director (or his/her designee) must receive this form no later than 4 p.m. on the day of departure or no later than 4 p.m. on Thursday for a weekend. Permission forms are not accepted on Fridays, Saturdays, or Sundays. **No exceptions.**

**We do not accept blanket permission forms.** You must complete a copy of this form for each trip.

Submit completed forms to:

Residential Program Director  
Cornell University Summer College Residential Office  
E-mail: summercollegehousing@cornell.edu  
Fax: 607.254.4773 (starting June 22)  
Phone: 607.255.7747

We recommend that you keep a copy of the signed form for your reference.

**Student’s name:**

<table>
<thead>
<tr>
<th>FIRST</th>
<th>MIDDLE INITIAL</th>
<th>LAST</th>
<th>SUFFIX</th>
</tr>
</thead>
</table>

Please indicate the total length of time the student will be with us: ☐ Three weeks  ☐ Six weeks

**Date:** _________________________________________

I, ____________________________________________, do hereby give my son/daughter/ward ____________________________________________ permission to ride in the car of ____________________________________________ from ____________________________________________ to ____________________________________________.  

Prior to this trip, I may be reached at the following telephone number ____________________________________________.

I understand that Cornell University assumes no responsibility for my son/daughter/ward during this period of absence from campus, and I hereby expressly release Cornell University from any and all such responsibility.

Parent’s/Guardian’s signature: ____________________________________________ Date: ____________________________________________

Office use only:

**Date received:** ______________________  **Approved:** ______________________