• Third-Party Sponsors must acknowledge that they have received, read and understand Northeastern University’s current Policy on Programs Involving Minors and Code of Conduct.

• Third-Party Sponsors must certify that all persons who will be acting as Responsible Adults in their Program (as defined by Northeastern University’s Policy on Programs Involving Minors) have completed:
  • Required Training that complies with M.G. L. c. 119, §51A;
  • Self-disclosure forms; and
  • Criminal background checks (CORI/SORI)

• Third-Party Sponsors must keep a current list of names and contact numbers of all Responsible Adults and make the list available promptly to the University upon request.

• PLANS AND PROCEDURES. Third-Party Sponsors must prepare, maintain and provide upon request, written plans and procedures for:
  a. Communications and notifications for participants and parents/guardians, including for emergencies and program disruptions;
  b. Medical emergencies;
  c. Transportation, if applicable;
  d. Supervision and staffing ratios; and
  e. Rules of conduct for participants in the Program.

CERTIFICATION

On behalf of ________________________________, I hereby certify that our organization meets the above three requirements of Third Party Sponsors.

_________________________________________ Date:__________________

Authorized Representative of Program or Third-Party Sponsor

Print Name: ________________________________

Title:

Northeastern University 11/21/2014 Ed.