**Application for a restricted-access field course**

in compliance with §A10 (provided below) of the

**Department of Geosciences Code of Conduct and Safety Instructions for excursions, mapping courses and fieldwork with students**

Please submit this application, *together with the field risk assessment,* to Wolfgang Bott.

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| Name of field course: |  |
| Course leader(s): |  |
| Module and degree: |  |
| Number of field days and credits: | ### days, ### ECTS-points |
| Destination: |  |
| Dates: |  |
| Expected number of participants: |  |
| Short description of course content, activities, and teaching goals: |  |
| Restrictions to attendance (e.g., mountaineering experience, fitness level): |  |
| Why are these restrictions necessary? |  |
| What was done to limit the restrictions as much as possible?  |  |
| Have alternatives been considered and why have these been excluded? |  |
| What alternatives are offered or available to students who are excluded, but interested in the topic of the field course? |  |

Place, date, and signature of organiser/course leader:

***A.10. Health, fitness and disabilities***

1. The University is legally bound to accommodate for disabled students, as well as for pregnant students and nursing mothers. However, conditions in the field may pose additional requirements regarding health, fitness, allergies or phobias, such as vertigo. It is furthermore acknowledged that some geoscience phenomena can only be accessed with difficulty (e.g. mountain glaciers). Considering that university funds should be allocated to all students, but especially out of respect for individual limitations and acknowledging every student's right to participate in field learning, field courses should attempt to be as inclusive as possible.
2. It is the duty of all participants to disclose any relevant health conditions to the staff. Staff must treat this information with absolute discretion and confidentiality. Where possible staff should make arrangements to accommodate for the given health condition(s).
3. The Department allows restricted-participation field courses[[1]](#footnote-1). These, however, need prior approval by the Department. The application should contain/list:
	1. a short description of the field course and costs for the participants and the Department;
	2. the educational necessity to limit participation;
	3. any possible alternatives and reason(s) why these are excluded;
	4. measures taken to limit restrictions as much as possible;
	5. availability of other field courses in the same topic for those students who cannot participate.
4. The Department may deny approval of a field course, in which case no departmental funds will be provided to the field course and staff cannot count the time spent on the field course as part of their teaching duty (*Lehrdeputat*).
5. Staff should endeavour to keep participation restrictions to a minimum. It should, for example, be considered if students must be excluded from the whole field course, or alternatively only for a few days, where alternatives may possible be provided.
6. Announcements of field courses should clearly state any restrictions on participation.
	1. Each course rates the general fitness requirement as either "no restrictions" or "restricted access". Any restrictions should be clearly stated and explained.
	2. Any additional requirements should also be clearly announced.
7. Details of and reasons for restrictions should be provided and explained during a planning meeting well in advance of the field course.
8. If candidate participants are excluded, staff should clearly explain to them why.
1. *Restricted-participation field courses* are defined here as those courses where participation of students is restricted because students have to meet certain (non-academic) requirements, such as, for example, fitness, mountaineering experience or a diving licence. [↑](#footnote-ref-1)