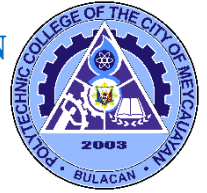




# POLYTECHNIC COLLEGE OF THE CITY OF MEYCAUAYAN

Pag-asa Street, Malhacan, City of Meycauayan, Bulacan, 3020  
(044) 320-5653 / [pccmbulacan@gmail.com](mailto:pccmbulacan@gmail.com)



## OFFICE FOR STUDENT AFFAIRS DECLARATION AND UNDERTAKING For participation in Off-Campus Activities

I, [insert full name of student], [insert year and course], a student of the Polytechnic College of the City of Meycauayan, will participate in the Off-Campus Activity:

Activity \_\_\_\_\_  
Place/Address \_\_\_\_\_  
Purpose \_\_\_\_\_  
Date/Time \_\_\_\_\_  
Course title in the syllabus where the said activity is being connected: \_\_\_\_\_  
Name of Personnel-In-Charge (PIC): \_\_\_\_\_

I hereby acknowledge and agree to the following:

- PARTICIPATION.** I acknowledge that my participation in the Off-Campus Activity is purely **voluntary**.
- RULES AND REQUIREMENTS.** I agree to abide by all the applicable rules and requirements in the Off-Campus activity:
  - Must be attentive and cooperative to the orientation prior to the departure.
  - Submitted the following forms: medical clearance, waiver, declaration and undertaking, and parental consent.
  - All participants must leave and travel together to the venue.
  - Participants with special needs such as those who are taking regular medicines, or those who have disabilities (PWDs) shall secure clearance from their physicians and shall bring their own medicines and other necessities. First aid kit must always be available all the time.
  - All participants must follow the prescribed dress code as stipulated in the Student Handbook.
  - No one is allowed to leave the group (e.g. to go to the comfort room) without informing the faculty/person in-charge.
  - No one is allowed to leave the venue when the event is on-going.
  - No one will remain at the venue after the event's cut off time.
  - No one is allowed to roam around at night during the inclusive date/s of the event.
  - No intoxicating liquor shall be served.
  - All participants should be responsible for their personal belongings.
  - All participants and the faculty/person in-charge shall leave the venue together.
  - All participants must return from the venue to designated place as announced by the institution (e.g. New City Hall, Mc-Arthur H-way)
  - Any violations committed in the code of conduct as stipulated in the student handbook will be referred to the CODI or Committee on Discipline and Investigation for study and imposition of penalties/sanctions if found accountable for the committed act/infractions.

I understand and agree that the organizers, Polytechnic College of the City of Meycauayan and the City Government of Meycauayan will do their best for the safe and smooth conduct of the two-day experiential learning, still in case of any unexpected happening, I will not hold the Polytechnic College of the City of Meycauayan and the City Government of Meycauayan responsible.

\_\_\_\_\_  
Full name of student and signature  
Date signed: \_\_\_\_\_

\_\_\_\_\_  
Person to contact in case of emergency.  
Relationship to student: \_\_\_\_\_

\_\_\_\_\_  
signature above printed name of parent/guardian  
Date signed: \_\_\_\_\_

Contact number: \_\_\_\_\_