

# Parent/Guardian

## Steps for Creating a Dynamic Forms Account & Process Form

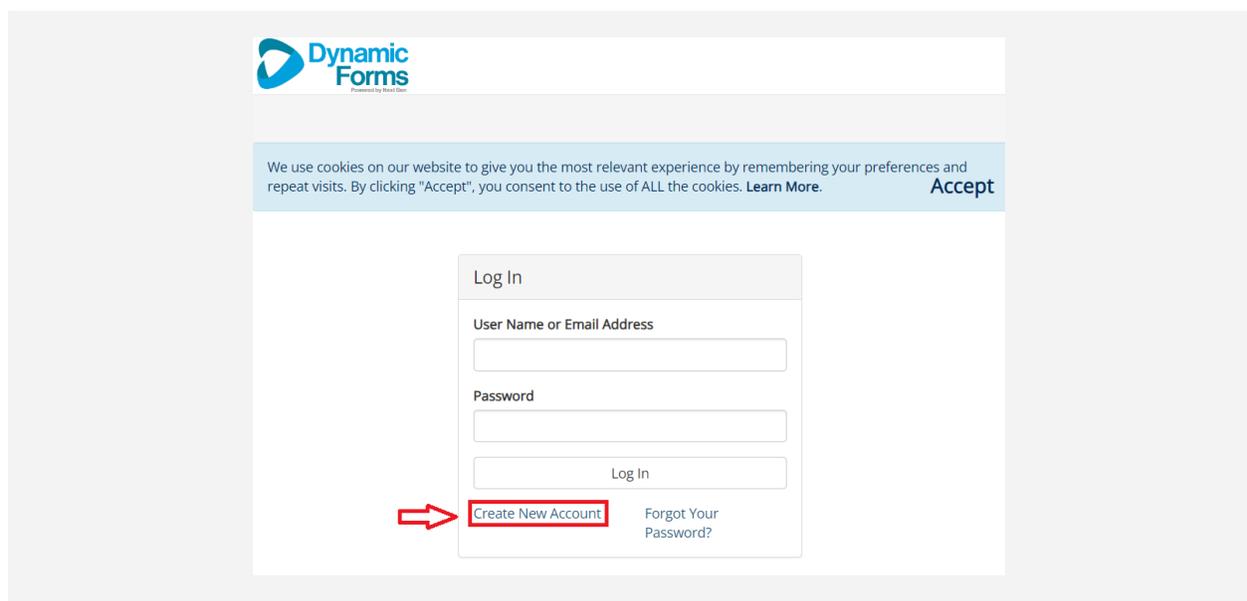
To expedite the process of obtaining the Parent/Guardian signature, we have streamlined the process of obtaining your signature. To facilitate this, please use the provided link to create your account and sign the required form.

If you don't have a pre-existing account, follow the straightforward steps below. **Ensure you use the email address where you received the message when setting up your account.**

If the student has used the same web browser for the initial form completion, please ensure they log out before you proceed to complete the parent/guardian section.

Follow the steps below to create your account and sign the requested form

1. Visit the [Dynamic Form account login](#) page and create a new account.



**Dynamic Forms**

We use cookies on our website to give you the most relevant experience by remembering your preferences and repeat visits. By clicking "Accept", you consent to the use of ALL the cookies. [Learn More.](#) **Accept**

Log In

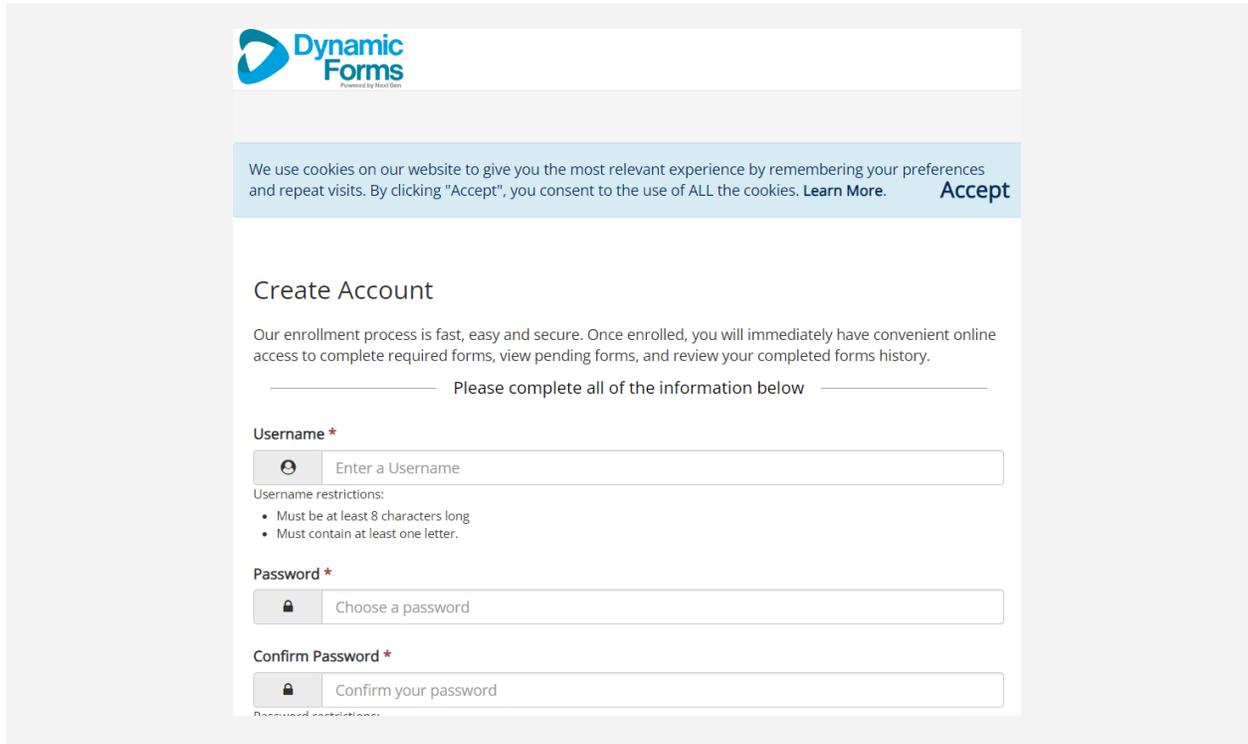
User Name or Email Address

Password

Log In

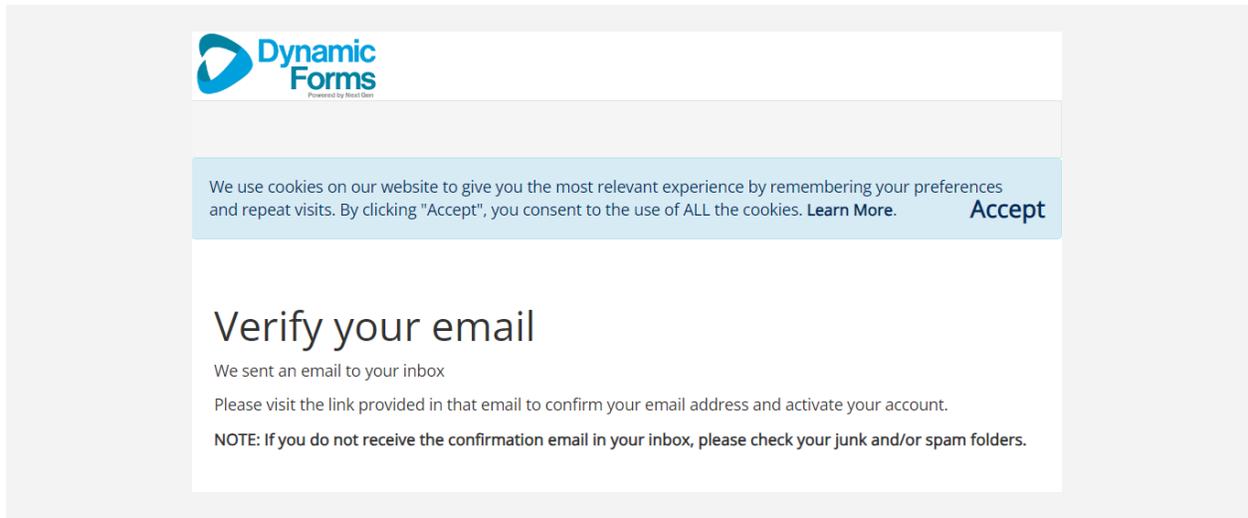
[Create New Account](#) [Forgot Your Password?](#)

2. Upon selecting the **“Create New Account”** link, a new page will be prompted to **input essential information to create your account.**



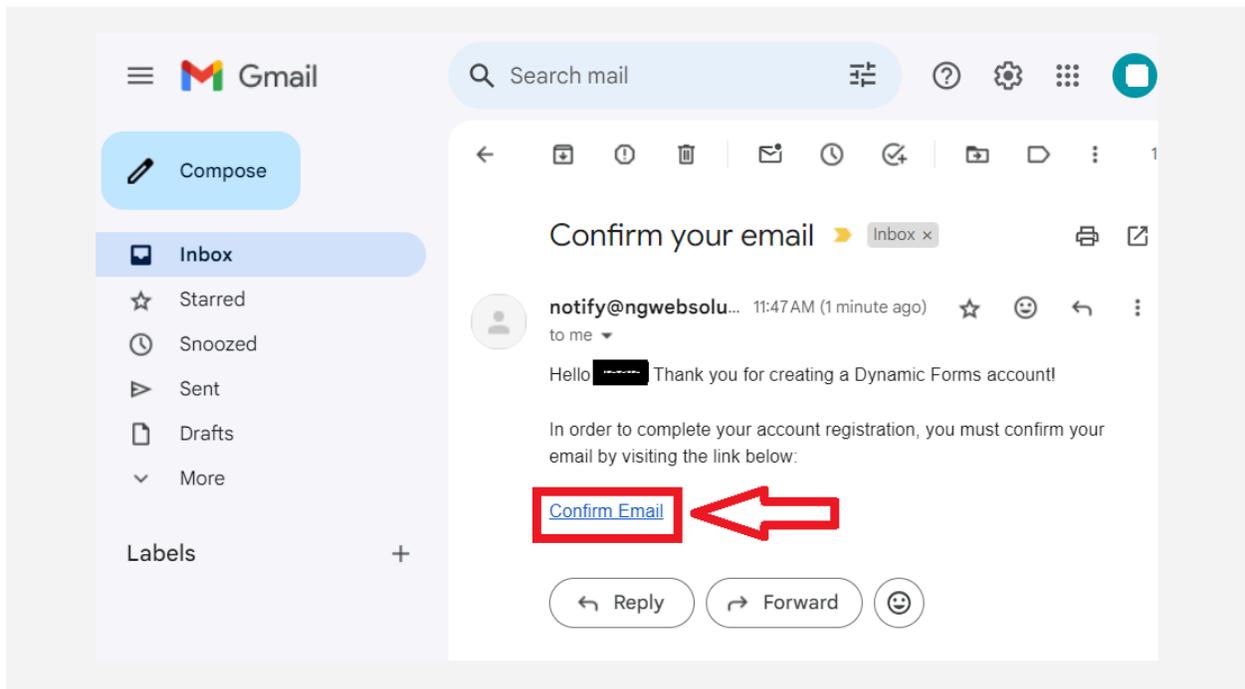
The screenshot shows the 'Create Account' page for Dynamic Forms. At the top left is the logo 'Dynamic Forms Powered by Next Gen'. Below the logo is a light blue banner with the text: 'We use cookies on our website to give you the most relevant experience by remembering your preferences and repeat visits. By clicking "Accept", you consent to the use of ALL the cookies. [Learn More.](#) **Accept**'. The main heading is 'Create Account'. Below the heading is a paragraph: 'Our enrollment process is fast, easy and secure. Once enrolled, you will immediately have convenient online access to complete required forms, view pending forms, and review your completed forms history.' This is followed by a line of text: 'Please complete all of the information below'. There are three input fields: 'Username \*' with a placeholder 'Enter a Username' and a list of restrictions: 'Must be at least 8 characters long' and 'Must contain at least one letter.'; 'Password \*' with a placeholder 'Choose a password'; and 'Confirm Password \*' with a placeholder 'Confirm your password'.

3. After account creation, you will be directed to a page notifying you that an **email has been sent** to your email address for the **activation of your Dynamic Form account.**

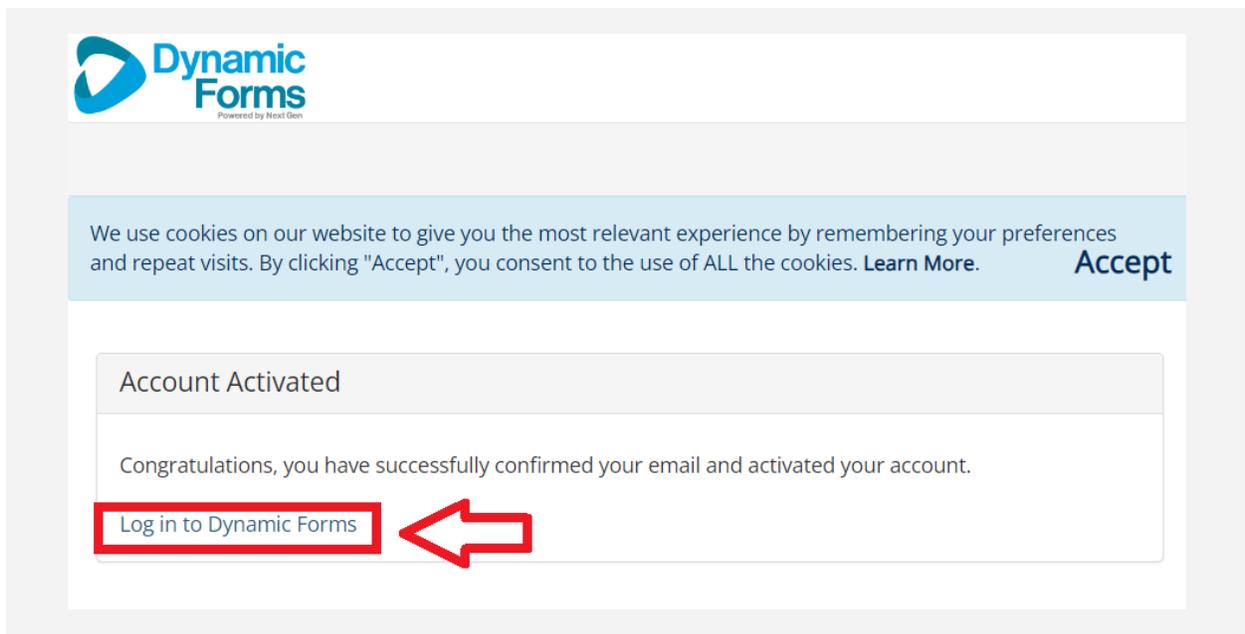


The screenshot shows the 'Verify your email' page for Dynamic Forms. At the top left is the logo 'Dynamic Forms Powered by Next Gen'. Below the logo is a light blue banner with the text: 'We use cookies on our website to give you the most relevant experience by remembering your preferences and repeat visits. By clicking "Accept", you consent to the use of ALL the cookies. [Learn More.](#) **Accept**'. The main heading is 'Verify your email'. Below the heading is a paragraph: 'We sent an email to your inbox'. This is followed by another paragraph: 'Please visit the link provided in that email to confirm your email address and activate your account.' At the bottom is a note: 'NOTE: If you do not receive the confirmation email in your inbox, please check your junk and/or spam folders.'

4. Open your email account and click the link “Confirmation Email” to **complete your account registration**.



5. Upon clicking the “Confirmation Email” link, your account will be activated, and you will be directed to a page allowing you to log in to Dynamic Forms. **Click the link “Log in to Dynamic Forms”**



6. **Log in** using your username or email address along with your password.

The screenshot shows the Dynamic Forms login page. At the top left is the Dynamic Forms logo with the tagline "Powered by Next Gen". Below the logo is a cookie consent banner that reads: "We use cookies on our website to give you the most relevant experience by remembering your preferences and repeat visits. By clicking 'Accept', you consent to the use of ALL the cookies. [Learn More.](#) **Accept**".

The main content area is titled "Log In". It contains the following elements:

- A text input field labeled "User Name or Email Address" with the placeholder text "Type your username" and a red arrow pointing to the field.
- A text input field labeled "Password" with the placeholder text "Type your password" and a red arrow pointing to the field.
- A "Log In" button with a red box around it and a red arrow pointing to it.
- Links for "Create New Account" and "Forgot Your Password?" at the bottom.

7. After login you will be directed to a page prompting you to enter your response to the **security question** and then proceed with the login

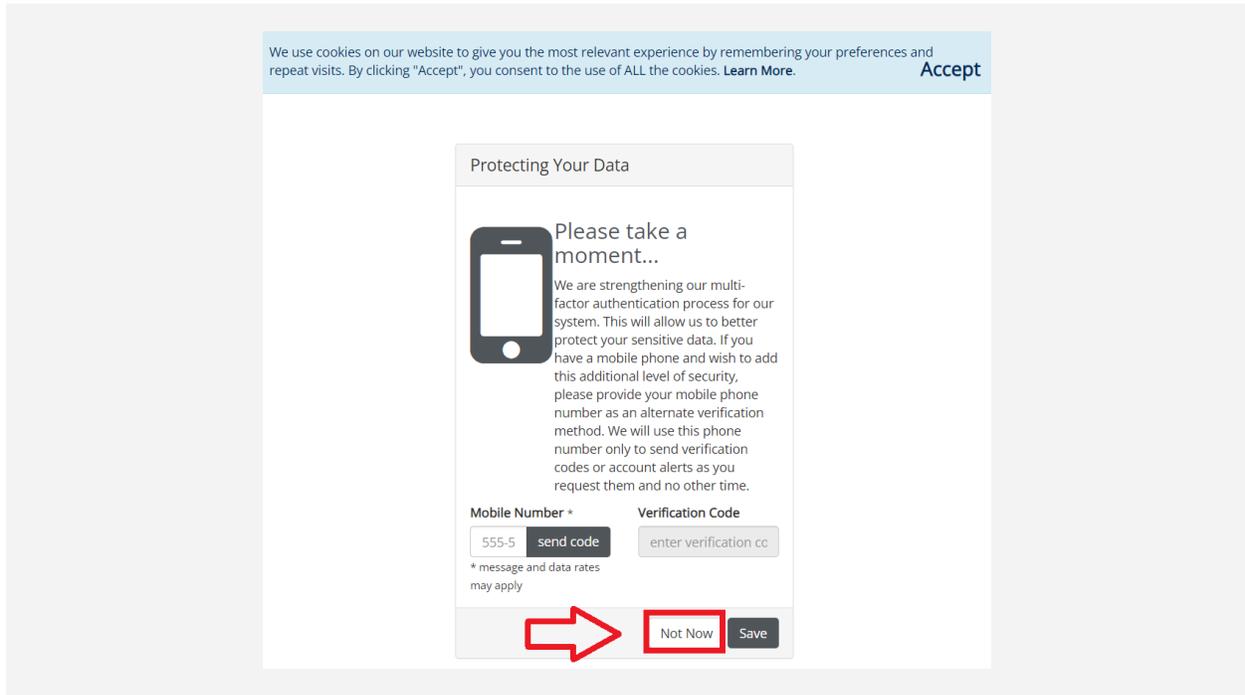
The screenshot shows the Dynamic Forms login page after the initial login attempt. It features the same Dynamic Forms logo and cookie consent banner as the previous screenshot.

The main content area is titled "Log In" and includes a blue informational box that says: "Welcome back. As an additional security step, we require you to answer your security secret question or receive a code to your email/phone."

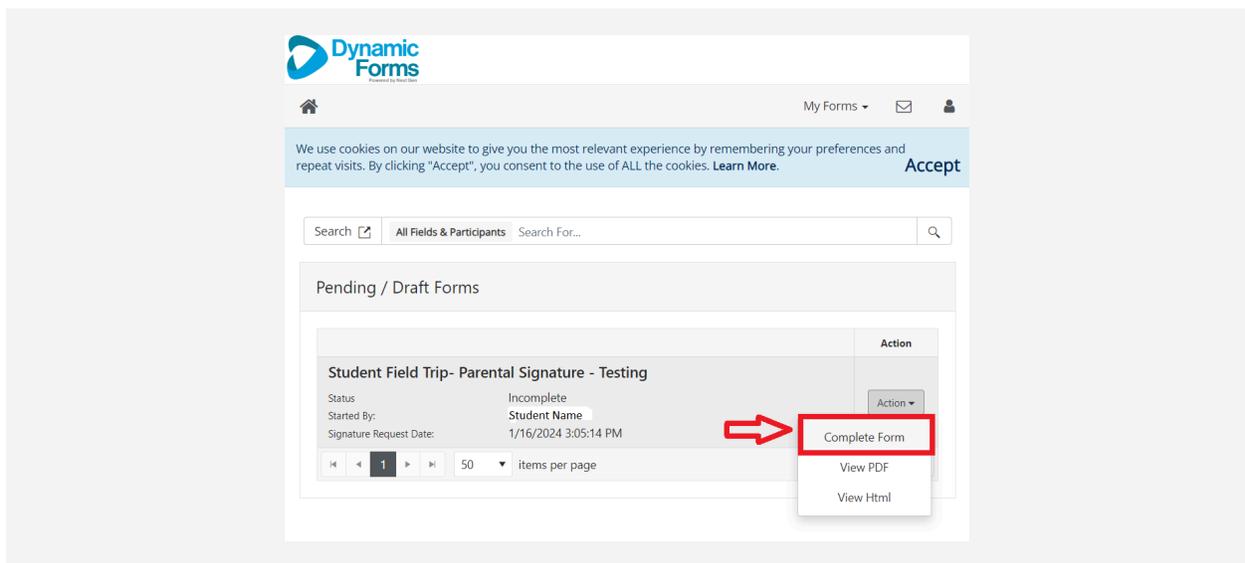
The security question section contains:

- A question: "What is your favorite pet's name?"
- A text input field with the placeholder text "Please enter the response to your security question" and a red arrow pointing to the field.
- A link: "Having trouble with your security question? Click here for more options."
- A checkbox labeled "This is my device" with the following text: "By selecting this option you will not have to answer a security question for any further logins from this device. Please unselect this option if you are currently on a public or shared device."
- A "Log In" button with a red box around it and a red arrow pointing to it.
- Links for "Create New Account" and "Forgot Your Password?" at the bottom.

8. Upon login, you will be directed to another page where you have the option to skip the verification code by selecting the "Not Now" button. **Click on the "Not Now" button.** Clicking the "Not Now Button" will grant you access to the Dynamic Forms dashboard, where you can **proceed to complete the form.**



9. **Navigate to the "Pending/Draft Forms" table. Click on the dropdown list labeled "Action Button" under the "Action" column and choose "Complete Form."**



10. Clicking on “Complete Form” opens the form for you to **sign in the Authorization and Travel Assumption of Risk sections**. After completing the form sections, **submit the form**.

**CHANDLER-GILBERT COMMUNITY COLLEGE**  
A MARICOPA COMMUNITY COLLEGE

## Student Field Trip

### AUTHORIZATION

I further authorize MCCCD to obtain emergency transportation and medical treatment necessary in the event of injury or illness while I am at the educational site and that I accept responsibility for any emergency transportation and medical treatment expenses and any subsequent medical bills that I may incur.

Signature: *Nadia Faucon* Date: 01/16/2024  
Student Signature Date

(click to sign) Parent Signature (if participant is under age 18 years of age) Date

- COPY TO BE IN POSSESSION OF INSTRUCTOR/STAFF MEMBER ON ALL COLLEGE TRIPS.
- COPY TO BE IN POSSESSION OF SGCOC SAFETY OFFICE PRIOR TO ALL COLLEGE TRIPS.
- ORIGINAL TO BE IN POSSESSION OF STUDENT LIFE & LEADERSHIP PRIOR TO ALL COLLEGE TRIPS.

### TRAVEL ASSUMPTION OF RISK & RELEASE OF LIABILITY

**CAUTION: THIS IS A RELEASE OF LEGAL RIGHTS. READ AND UNDERSTAND IT BEFORE SIGNING.**

The Maricopa County Community College District is a public educational institution. References to College ("College") include all of the Colleges within the Maricopa County Community College District ("MCCCD"), its officers, officials, employees, volunteers, students, agents, and assigns.

I, *Nadia Faucon*

freely choose to participate in the program. \*Other

Please describe program \*This is a test

Faculty/Advisor Email Address \*nadia.faucon@cgc.edu

(hereinafter referred to as the "Program"). In consideration of my participation in this Program, I agree as follows:

**SPECIFIC HAZARDS OF TRAVEL:** (Specific dangers endemic in this Program's area of travel.)

**INSTITUTIONAL ARRANGEMENTS:** I understand that College is not an agent of, and has no responsibility for, any third party which may provide any services including food, lodging, travel, or other goods or services associated with the Program. I understand that College is providing these services only as a convenience to participants and that accordingly, College accepts no responsibility, in whole or in part, for delays, loss, damage or injury to persons or property whatsoever, caused to me or others prior to departure, while traveling or while staying in designated lodging. I further understand that College is not responsible for matters that are beyond its control. I acknowledge that College reserves the right to cancel the trip without penalty or to make any modifications to the itinerary and/or academic program as deemed necessary by College.

**INDEPENDENT ACTIVITY:** I understand that College is not responsible for any loss or damage I may suffer when I am doing Program activities and that College cannot and does not guarantee my personal safety. In addition, I specifically acknowledge that in performing Program activities, I am doing so independently in the status of student of the Program I choose, and not as an employee, or agent of College. I further waive any and all claims which may arise from such Program activities, acknowledge that workers' compensation benefits are not provided to me in my capacity as a student, and hold College harmless from any of my negligent acts. I further state that I am not in any way an employee of College in any capacity.

I further agree that I am solely responsible for my own equipment, supplies, personal property, and effects during the course of Program activities.

In addition, I agree that if I drive or provide my own motor vehicle for transportation to, during, or from the Program site, I am responsible for my own acts and for the safety and security of my own vehicle. I accept full responsibility for the liability of myself and my passengers, and I understand that if I am a passenger in such a private vehicle, College is not in any way responsible for the safety of such transportation and that College's insurance does not cover any damage or injury suffered in the course of traveling in such a vehicle.

**HEALTH AND SAFETY:** I have been advised to consult with a medical doctor with regard to my personal medical needs. I state that there are no health-related reasons or problems that preclude or restrict my participation in this Program. I have obtained the required immunizations, if any.

I understand that I may be required to pay up front for my medical expenses that I incur while participating in this Program. Further, I understand that I am responsible to submit any medical receipts to my insurance carrier upon my return. I recognize that College is not obligated to attend to any of my medical or medication needs, and I assume all risk and responsibility therefore. College may (but is not obligated to) take any actions it considers to be warranted under the circumstances regarding my health and safety. Such actions do not create a special relationship between the MCCCD and me. I release the MCCCD, its officers, officials, employees, volunteers, students, agents and assigns from all liability for any bodily injury or damage I sustain as a result of any medical care that I receive resulting from my participation in Program, as well as any medical treatment decision or recommendation made by an employee or agent of the MCCCD.

I agree to pay all expenses relating thereto and release College and MCCCD from any liability for any actions.

Participating in any activity is an acceptance of some risk of injury. I agree that my safety is primarily dependent upon taking care of myself. I understand that it is my responsibility to know what personal equipment is required (such as footwear, clothing, and other personal protective equipment) and provide the proper personal equipment for my participation in the Program, and to ensure that it is good and suitable condition. I agree to ask questions to make sure that I know how to safely participate in the Program activities, and I agree to observe the rules and practices which may be employed to minimize the risk of injury while participating in the Program activities. I agree to reduce the risk of injury to myself or others by limiting my participation to reflect my personal fitness level, wearing the proper protection as dictated by the activity, not wearing anything that would pose a hazard in the performance of the activity, not ingesting or using any substance during the activity which could pose a hazard to myself or others. I agree that if I fail to act in accordance with this agreement that I may not be permitted to continue to participate in the activity.

**ASSUMPTION OF RISK AND RELEASE OF LIABILITY:** I understand that I may be injured and lose or damage personal property as a result of participation in the Program. Therefore, I assume all risks related to the Program activities. Knowing the risks described above, and in consideration of being permitted to participate in the Program, I agree to release, indemnify, and defend College and MCCCD and their officials, officers, employees, agents, volunteers, sponsors, and students from and against any claim which I, the participant, my parents or legal guardian or any other person may have for any losses, damages or injuries arising out of or in connection with my participation in this Program.

**SIGNATURE:** I indicate that by signature below that I have read the terms and conditions of participation and agree to abide by them. I have carefully read this Agreement and acknowledge that I understand it. No representation, statements, or inducements, oral or written, apart from the foregoing written statement, have been made. This Agreement shall be governed by the laws of the State of Arizona which shall be the venue for any lawsuits filed under or incident to this Agreement or to the Program. If any portion of this Agreement is held invalid, the rest of the document shall continue in full force and effect.

Signature: *Nadia Faucon* Date: 01/16/2024  
Signature of Program Participant Date

Parent or Legal Guardian Full Name (click to sign) Signature of Parent or Legal Guardian (if student is a minor) Date

Chandler-Gilbert Community College  
2626 East Pecos Road, Chandler, Arizona 85225-2490  
(Phone: 480.732.7100)

The Maricopa County Community College District (MCCCD) is an EEO/AA Institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the District.

The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the toll-free number to reach the appointed coordinator: (480) 731-0420. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit <http://www.maricopa.edu/univ-discrimination>.

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