



UAS Request for Exception Form

The use of Unmanned Aircraft Systems (UAS/drone) on campus is prohibited, unless this UAS Request for Exception Form is submitted to the University and written approval of the request is granted pursuant to the University of Northern Colorado ("University" or "UNC") Drone Policy ("Policy"). UNC Police Department or other campus personnel may request to see an approved copy of this form to ensure that a person has permission to operate a UAS. Any person operating a UAS on University property after receiving permission to do so must have a copy of the approved request form with them during UAS operations.

A person operating a UAS (whether or not a Request for Exception has been approved by the University) is responsible for all damage/injury to person and/or property caused by operation of the UAS. The operator of the UAS must comply with all Federal, State and local laws and University policies that apply to operation of the UAS.

Requestor Name (Please Print):	Requestor Phone Number:	Today's Date:
Requestor Email Address	Campus Affiliated Organization: <input type="checkbox"/> Yes <input type="checkbox"/> No	UNC Department / Company Name Requesting:
Name of Operator (Please Print):	Pilot Cell Phone Number:	Pilot Company:
UNC Affiliated Pilot: <input type="checkbox"/> Yes <input type="checkbox"/> No	Pilot Certification Number:	UAS Registration Number:
University Owned Drone: <input type="checkbox"/> Yes <input type="checkbox"/> No	Drone weighs less than 55 pounds: <input type="checkbox"/> Yes <input type="checkbox"/> No	Drone Make and Model (ex. DJI Phantom 4)
Date(s) of Drone Operation:	Beginning Time of Operation:	Ending Time of Operation:
Event Location (Be specific):	Event will be conducted (check all that apply): <input type="checkbox"/> Indoors <input type="checkbox"/> Outdoors	

Describe the intended use and purpose of the drone:

Describe the outlined flight path? (Please include buildings, areas of campus, etc.)

By submitting this application, the requesting party affirms that they understand and agree to submit to all of the information and the provisions of the University Drone Policy.

Requestor Signature	Date
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The permit must be completed and submitted to the UNC Police Department a minimum of five (5) days prior to the proposed usage.

Time of operation may be flexible depending on safe operating conditions. Notify UNC Police Department at (970) 351-2245, within 30 minutes before flight.

UNC POLICE and EHS USE ONLY		
UNC Police Review (Print Name):	UNC Police Approval Signature	Date:
Additional Requirements		
EHS Review (Print Name):	EHS Approval Signature	Date:
Additional Requirements		

Confirm environmental conditions comply with FAA standards
[\(https://www.faa.gov/uas/where_to_fly/airspace_restrictions/\)](https://www.faa.gov/uas/where_to_fly/airspace_restrictions/)

Confirm you are not invading "No-Fly Zones" [\(https://www.faa.gov/uas/where_to_fly/no_drone_zone/\)](https://www.faa.gov/uas/where_to_fly/no_drone_zone/)

Review and confirm compliance with Small UAS Rule [\(https://www.faa.gov/uas/media/Part_107_Summary.pdf](https://www.faa.gov/uas/media/Part_107_Summary.pdf)

Download and install B4UFLY Mobile App for up-to-date flight rules and regulations
[\(https://www.faa.gov/uas/where_to_fly/b4ufly/](https://www.faa.gov/uas/where_to_fly/b4ufly/)

Any questions about FAA rules and regulations visit <https://www.faa.gov/uas/>

Notify all applicable agencies as outlined by FAA based on your flight path (air traffic control centers, airports, local authorities, etc.) <https://www.faa.gov/uas/>