

Small Unmanned Aircraft System (UAS)/Drone Policy

To provide a safe and productive environment for such activity, all use or control of unmanned aircraft systems (UAS) taking place within or above the boundaries of Hope College shall fully comply with:

- Current Federal Aviation Administration (FAA) regulations;
- Any local or state laws regarding use of such devices;
- All guidelines established by the Academy of Model Aeronautics (AMA) and the "Know Before You Fly" initiative.

All UAS activity must be pre-approved by Hope College. The use of drones and model aircraft for hobby or recreational use on Hope College property is not permitted. Drones used for official college educational and research purposes shall follow the Commercial Use application process.

For commercial use (as defined by the FAA but always inclusive of any use for compensation or in connection with a business or employment) authorization from Campus Safety shall be requested no less than 10 days prior to UAS activity via a Small Unmanned Aircraft System (UAS)/Drone Application. Applications must include:

- Name of requesting business entity;
- Name, address of operator;
- Phone number at which the operator can be reached during flight activity;
- UAS make, model and serial number;
- Date, duration, and boundaries of flight activity;
- Description of the commercial nature of the operation;
- Certificate of insurance demonstrating coverage for requested UAS activities (Additional Insured coverage may be required);
- Proof of compliance with then-current FAA regulations (copies of registration, operator certification, Certificate of Waivers, etc.);
- Any other details requested;

In situations where there are extenuating circumstances that do not allow the time requirement to be met, the Director of Campus Safety or their designee can authorize the use permit. All other requirements must be followed without exception.

Use of UAS at Hope College athletic events and athletic events taking place on College property is restricted to pre-approved commercial use as outlined above.

Resource: faa.gov/uas (FAA UAS regulations)

Resource: modelaircraft.org (Academy of Model Aeronautics)

Resource: knowbeforeyoufly.org ("Know Before You Fly" initiative)

Resource: maps.hope.edu (Campus Map)

