

Southern Illinois University
small Unmanned Aircraft Systems (sUAS) / Unmanned Aerial Vehicle (UAV)
Registration Form

This form must be completed for each unmanned aerial vehicle (UAV) purchased, leased or otherwise acquired for university business, administrative, research, instructional, and / or out-reach use conducted by any employee or representative of the University, including faculty, staff, and students.

This registration form does not supersede any sUAS / UAVs registration requirements of the FAA or other agencies. In addition to SIU internal registration, all sUAS / UAVs must be registered with the FAA. That registration number is to be displayed on the sUAS / UAV in question. No sUAS / UAV can be operated on campus or under the auspices of the university without the appropriate internal approvals, internal registrations, and the appropriate FAA registration. Plant and Service Operations / UAS Coordinator will assist in registering the UAV with the FAA.

This application does not supersede any permitting requirements of the FAA or other agencies.

No sUAS / UAV can be operated on campus or under the auspices of the university without the appropriate internal approvals. Project approval of any sUAS / UAV operation must be obtained from the UAV Coordinator prior to the commencement of the use of any related equipment. For approval of a project involving the use of a sUAS / UAVs, please fill out the "Southern Illinois University small Unmanned Aircraft Systems (sUAS) / Unmanned Aerial Vehicle (UAV) Project Use Application". That application must be submitted to the University / Plant and Service Operations (PSO) for approval or denial.

General Information:

Date: _____

Contact Name: _____

Department: _____

Email: _____

Phone: _____

UAS Description:

UAV make / model / serial number:

<i>UAV Make:</i>	<i>UAV Model:</i>	<i>UAV Serial Number:</i>

UAV FAA registration / Property Control number:

<i>FAA Registration Number:</i>	<i>University Property Control Number:</i>

UAS General Data:

Aircraft type: Fixed-Wing (remote control airplane) Rotor-wing (remote control helicopter)
 Balloon Single engine Multi-engine (Quad-Rotor, drone, UAV)
 Other (describe) _____

Does this UAS burn combustible fuel? Type of fuel? _____

Type of control: Free-Flight Manual Remote Control Semi-autonomous
 Fully autonomous

Maximum gross takeoff weight (*specify units*): _____

Span (*widest point across in inches*): _____

Maximum endurance (*hours*): _____

Maximum operating altitude (*specify units*): _____

Maximum range (*specify units*): _____

Maximum speed in flight (*specify units*): _____

Does the UAV have an automated recovery system that allows it to return safely to a predetermined point in the event that the ground control station loses communication with the UAS? Please describe.

Aircraft manufacturer's website: _____

UAS Maintenance

Who will be responsible for conducting maintenance on the UAS and keeping a record of the maintenance performed? _____

Applicant's Signature:

By signing this application, you are verifying that the information provided on this internal registration is accurate.

Signature of Responsible Employee/Project Coordinator _____ Date _____

Please return a copy of the completed application and any attachments to:

Plant and Service Operations – UAV Operations

Attention: UAS Coordinator

Service Building 1 - Mail Code 6727

210 Physical Plant Dr.

Carbondale, Illinois 62901

618-453-6793 | F: 618-453-3295

custserv@psu.siu.edu

A copy of the documentation will be kept.

No flight can take place before all internal / external registration is completed.