



FIELD TRIP APPLICATION FORM

(To be completed by Teacher/Sponsor)

Field Trip is during the school day

Field Trip is before or after the school day

Date of field trip: _____

Time of departure: _____

Estimated time of return: _____

Field trip origination/termination: _____

Specific location of field trip activity:
(Specific place, city, state) _____

Rationale/purpose for taking this field trip: _____

Mode of Transportation: _____

Wheel chair access needed: _____

Cost per student: _____

How is field trip being paid: _____

Number of students participating: _____

Number of staff members participating: _____

Brief itinerary of this field trip:

Field Trip requested by _____ (Teacher/Sponsor Signature) _____ (Date)

(Campus Administrator/Building Approval) _____ Date Approved Denied

(Director Approval) _____ Date Approved Denied