

EDUCATIONAL TRIP REQUEST

Educational Trips:

All educational trips require PRIOR approval or absences will be counted as unexcused. The maximum number of days given approval for an educational trip is five days per school year. Requests for educational trips must be submitted in writing and may under certain circumstances be denied (refer to page 26 of the Student Handbook). You may use the form below.

Note: After approval of the trip request, another form will be given to the student to secure homework assignments for the period of time the student is absent. This form is to be returned to the office prior to leaving.

Parents: Please return this form to the Middle School Office for Principal approval when requesting an educational trip.

I hereby request permission for my child to participate in an educational trip as follows:

Student's Name: _____ Grade _____

Date(s) of Educational Trip: _____

Educational Trip Destination: _____

Explanation of Educational Merit _____

Parent/Guardian Signature

PRINCIPAL APPROVAL:

Student is approved for: _____ Educational Trip Days.

Principal Signature