

FIELD TRIP AUTHORIZATION REQUEST

(to be submitted to the building principal)

Request submitted by _____ Grade(s) _____

Name of Field Trip _____ Date of Trip _____

Location (or address) _____

Field Trip Correlates with what Unit or Subject? _____

Reason/Reasons for Requesting Trip _____

List the specific objectives desired to be gained for students from this trip:

REMINDER:

A SPECIAL FIELD TRIP REQUEST FORM is needed if this is an overnight, WIAA-sanctioned overnight or an out-of-state trip. This form needs to be approved by the board PRIOR to departure.

RETURN this form to your principal for approval.

Authorization granted _____

Authorization Denied _____

PRINCIPAL SIGNATURE

DATE