

**FIELD TRIP REQUEST FORM**  
**CARBON COUNTY SCHOOL DISTRICT NO. 2**

**IICA-E**

Teacher Making the Request: \_\_\_\_\_ Position: \_\_\_\_\_ School: \_\_\_\_\_

Grades/Classes included in Field Trip: \_\_\_\_\_

School(s) involved: \_\_\_\_\_

Where are you going? \_\_\_\_\_ State: \_\_\_\_\_

Reason for the trip: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

Departure Time: \_\_\_\_\_ Return Time: \_\_\_\_\_

Estimated number of students participating: \_\_\_\_\_

**Chaperones**

(1 for every 10 students)

\_\_\_\_\_ Circle one: (Teacher) (Parent)(Aide)(Other: \_\_\_\_\_ )

\_\_\_\_\_ Circle one: (Teacher) (Parent)(Aide)(Other: \_\_\_\_\_ )

\_\_\_\_\_ Circle one: (Teacher) (Parent)(Aide)(Other: \_\_\_\_\_ )

\_\_\_\_\_ Circle one: (Teacher) (Parent)(Aide)(Other: \_\_\_\_\_ )

Educational purpose of the Field Trip supporting District Curriculum Standards: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Superintendent Approval for Out-Of-District Trip: \_\_\_\_\_ Date: \_\_\_\_\_

**Attach a copy of the trip itinerary**

**Funding Source(s):**

(Check every source to be used)

**Activity Fund** \_\_\_\_\_

**General Fund** \_\_\_\_\_

**Grant** \_\_\_\_\_

**Student Generated** \_\_\_\_\_