

# EDUCATIONAL TRIP REQUEST

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Grade

Dates of Educational Trip: \_\_\_\_\_

Destination: \_\_\_\_\_

I am requesting an Educational Trip for the following educational reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

FOR SCHOOL USE ONLY

Total Absences \_\_\_\_\_ Failing Grades: \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **UNAPPROVED** \_\_\_\_\_

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

**STUDENT EDUCATIONAL TRIP:** Students must see their teachers prior to their trip to make arrangements for work that will be missed. A journal concerning the activities of the trip must be submitted within 5 days after the trip. A maximum of 7 days per year will be permitted for educational trips.

# HIGH SCHOOL EDUCATIONAL TRIP JOURNAL

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Grade

Dates of Educational Trip: \_\_\_\_\_

**Directions:** Respond to the following statements with complete sentences. Include specific details and examples of your explanations. *Use the back of this Journal if you need more writing space.*

1. Name the Cities and Towns (include states) you visited.
2. Who went with you on this trip?
3. Write down a schedule of what you did from the beginning of the trip to the end.
4. List the places (i.e., museums, camps, conferences, schools) you visited where you learned something.