# J. Sterling Morton High School District 201
## Request for Supervised Field Trip Experience
## (Must be submitted 10 days PRIOR to activity)

Date of Trip

Class or Organization

Type of Trip
Select One

Organizer

Departure Time

Return Time

Duration

**CANNOT BE MORE THAN 23 HRS. OVERNIGHT AND OUT-OF-STATE REQUESTS REQUIRE BOARD APPROVAL**

| Sponsoring Teacher(s) or Chaperone(s) | Sub Needed? | Check off who will provide sub and check periods if not a full day. |
|---|---|---|
| | Yes ☐ No ☐ | ○ District ○ Assistant Principal — 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ |
| | Yes ☐ No ☐ | ○ District ○ Assistant Principal — 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ |
| | Yes ☐ No ☐ | ○ District ○ Assistant Principal — 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ |
| | Yes ☐ No ☐ | ○ District ○ Assistant Principal — 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ |
| | Yes ☐ No ☐ | ○ District ○ Assistant Principal — 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ |

Pick Up Location

Street Address

City State Zip Code

Destination Location

Street Address

City State Zip Code

Description of Trip

Charging Students must get a Student Activity number, Email Kevin OHalloran. If not charging students, must obtain a budget account number, enter here.

Is an Alternative School sub needed? ☐ Sub Cost

Additional Funding
$0.00

Transportation Type
Select One

Quantity
1

Bus Cost

Additional Bus Fees

Total Bus Cost

Number of Students

Admission Fee

Total Activity Cost

Charge Per Student

Total Trip Cost

**RATIONALE**

1. How does field trip relate to course objectives?

2. How will field trip experience be evaluated?