

**NOTE: This form must be returned to the Coordinating Fieldtrip Teacher no later than 48 hours before the day of the field trip.**

## ST. ANTHONY VILLAGE HIGH SCHOOL FIELD TRIP REQUEST FORM

**1. READ THIS SECTION**

Students who miss class because of a field trip will receive full credit if:

- a. Your teachers complete the third section to indicate make-up arrangements.
- b. The work is completed within the time limits set by your teachers.

**2. FIELD TRIP DETAILS:**

Class or Group Attending Field Trip: \_\_\_\_\_

Name of Student: \_\_\_\_\_ Grade: \_\_\_\_\_

Date of Field Trip: \_\_\_\_\_

Time Out of the School Day: \_\_\_\_\_

Traveling to: \_\_\_\_\_

Coordinating teacher: \_\_\_\_\_

**3. OBTAIN TEACHER SIGNATURES TO INDICATE ARRANGEMENTS HAVE BEEN MADE FOR MAKE-UP WORK**

<u>Period</u>	<u>Assignment</u>	<u>Make up work date (if applicable)</u>	<u>Teacher Sign-Off</u>
1	_____	_____	_____
	_____	_____	_____
2	_____	_____	_____
	_____	_____	_____
3	_____	_____	_____
	_____	_____	_____
4	_____	_____	_____
	_____	_____	_____
5	_____	_____	_____
	_____	_____	_____
6	_____	_____	_____
	_____	_____	_____
7	_____	_____	_____
	_____	_____	_____

**To be completed by coordinating field trip teacher and returned to student.**

\_\_\_ Student has completed all requirements and can attend. \_\_\_ Student has not completed all requirements and must remain at school.

\_\_\_\_\_ Coordinating Teacher Sign Off