

# CHARTIERS VALLEY SCHOOL DISTRICT

## Educational Trip Request Form

This request form must be completed and submitted in compliance with Charters Valley School District Attendance Policy 2090 (Excused Temporary Absences).

School \_\_\_\_\_ Student's complete name \_\_\_\_\_

Date of application \_\_\_\_\_ Student's grade \_\_\_\_\_ Room \_\_\_\_\_

Date(s) of educational trip: Begin \_\_\_\_\_ Returning to school \_\_\_\_\_

Destination of trip \_\_\_\_\_

List itinerary and educational experiences: \_\_\_\_\_

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Were there prior requests this school year? Yes \_\_\_ No \_\_\_ Dates \_\_\_\_\_

I understand that my student is required to complete all school assignments within two (2) days after his/her return to school; that work not completed will be graded as zero (0); and that this request form, if approved, will be used in place of the standard written excuse. I certify that all of the above information is true and accurate.

\_\_\_\_\_  
Signature of parent/guardian Date

(For school use only)

Request approved \_\_\_\_\_

Request denied \_\_\_\_\_ Reason(s) \_\_\_\_\_

\_\_\_\_\_  
Principal's signature Date