WCCUSD STUDY TRIP REQUEST FORM (Form must be typed or print clearly)

OVERNIGHT TRIP missions must be received in the Executive Director's office by the following timeline: Chartered Transportation (Bur server day School/PLA/Transportation Office) Automobile (Driving to destination) Public Transportation (Plane, Amtrak, Automobile, etc.) 25 school days prior to trip 26 school for the school site. Adult to Student Ratio: Pre-School (1.3), K-3 (1.5) & 4-12 (1:10) Day: Chartered Trip Destination: (include full address/pione) Washington DC (See timerary) Marilyn Romero 510-912-1207 Tromore@wccusd.net Trip Destination: (include full address/pione) Washington DC (See timerary) Marilyn Romero 510-912-1207 Tromore@wccusd.net Transportation Total number of Chapterone including teachers accompanying the group 5
busissions must be received in the Executive Director's office by the following timeline: Chartered Transportation (Priving to destination) Automobile (Priving to destination) (Priving to destination) (Pane, Amtrak, etc.) Out of Country/Statle (Plane, Amtrak, Automobile, etc.) Automobile (Plane, Amtrak, Automobile, etc.) Automobile (Plane, Amtrak, Automobile, etc.) Automobile Automobile (Plane, Amtrak, Automobile, etc.) Adult to Student Ratio: Pre-School (1:3), K-3 (1:5), & 4-12 (1:10) Day: Automobile (Bettim at site time: 17 14 pp. Day: Automobile (Bettim at site time: 17 14 pp. Marilyn Romero \$10-912-1207 mromero @ wccusd.net Marilyn Romero \$10-912-1207 mromero @ wccusd.net Transportation Chartered Transportation Chartered Transportation All requests using district finds must be booked through the Transportation Office, Plane, State of Sta
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Adult to Student Ratio: Pre-School (1:3), K-3 (1:5) & 4-12 (1:10) Day: Day: Date of Trip: 5/28-6/4 Leave Time: 10': 50 am Return at site time: 7 4 pm Grade Grupy: Trip Destination: (Include full address/phone) Washington DC (See Itinerary) Washington DC (See Itinerary) Total Number of Chaperones including teachers accompanying the group List of Student names attached-District provides insurance coverage for all students. (Power-School printout or typed list) ANSPORTATION ARRANCEMENTS: Chartered Transportation Chartered Transportation Chartered Transportation Chartered all requests using district funds must be booked through the Transportation Office Completed Chartered Transportation request must be attached to study trip request. All requests using district funds must be booked by trip organizer and paul for at the site level. Funding source MUST be indicated. CONDANY Must be from District approved list as indicated on Bulletin Attach confirmation form chartered transportation company. Automobile Automobile Automobile Automobile Automobile Transportation Automobile Automobile Automobile Automobile Transportation Public Transportation Admission Fees Public Transportation Public Transportation Automobile Automobile Automobile Transportation Automobile Transportation Automobile Public Transportation Automobile Transportation Automobile Transportation Automobile Transportation Automobile Transportation Automobile Transportation Public Transportation Automobile Transportation Public Transportation Transportation Automobile Transportation Automobile Transportation Automobile Tra
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Day: Date of Trip: 5/28-6/4 Return at site time: 7 - 14 pm Trip Destination: (Include full address/phone) Washington DC (See Itinerary) Total Number of Chaperones including teachers accompanying the group Total Number of Chaperones including teachers accompanying the group List of student names attached-District provides insurance coverage for all students. (PowerSchool printout or typed list) ANSPORTATION ARRANGEMENTS: Chartered Transportation Chartered Transportation Chartered Transportation Agriculture and the complete Chartered Transportation request must be attached to study trip request. FININGS OSUECE Requests using other funding sources (i.e. PTA) must be booked by trip organizer and paid for at the site level. Funding source MUST be indicated. COMPANY Must be from District approved list as indicated on Bulletin. Attach confirmation from chartered transportation exquisite managements are confirmation from chartered transportation exquisite managements are company. Automobile AUTOMOBILE TRANSPORTATION (BART, BUS, AMTRAK, FERRY) Public Transportation Transportation Public Transportation Public Public Sunding Source MUST be indicated oven it using other funding, i.e., PTA, Approved Fundraiser, etc. Press should be initiated at least 8 weeks in advance of the trip. Admission Fees PERS TO DESTINATION, I.E., ZOO, THEATER, MUSEUM, ETC. Funding source required if flustes are to be purchased using District funds. Funding source required if flustes are to be purchased using District funds. Funding source required if flustes are to be purchased using Source funding i.e., PTA. Approved Fundraiser, etc. Press should be initiated at least 8 weeks in advance of the trip. CATIONAL VALUE Must include Standards reference number and a brief explanation of how the trip relates to the classroom activity. Attach additional sheet if necessary, Standards Value for the Initiated at least 8 weeks in advance of the trip. PRS should be initiated at least 8 weeks in advance of the trip. CATIONAL VALUE
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