



REGIONAL CENTER USE ONLY  
Stamp Date Received

**FIELD TRIP PERMISSION REQUEST FORM**

PRE-APPROVED BY: BOARD RULE  FHSAA

PERMISSION IS REQUESTED TO PARTICIPATE IN A FIELD TRIP. DATE \_\_\_\_\_

In-County  Out-of-County  Out-of-State  Out-of-Country

Destination \_\_\_\_\_ ADDRESS \_\_\_\_\_

Dates of Trip (Include departure/return time) FROM \_\_\_\_\_ TO \_\_\_\_\_

Name of School Group (Band, Debate, etc.) \_\_\_\_\_

Name of School Group Sponsor \_\_\_\_\_ Sponsor's Signature \_\_\_\_\_

Number of Students in Group \_\_\_\_\_ Number of Students Participating in Trip \_\_\_\_\_

Cost to Each Student \_\_\_\_\_ Provision for Those Unable to Pay \_\_\_\_\_

Means of Funding Trip \_\_\_\_\_

Number of Teachers \_\_\_\_\_ Number of Parents \_\_\_\_\_

**PARENT PERMISSION SLIPS for participating students must be on file in the Office of the Principal prior to the field trip.**

PURPOSE FOR TRIP (Include objective, invitation and itinerary) \_\_\_\_\_

**TRANSPORTATION:** \*Private Vehicle (Name of Driver) \_\_\_\_\_

\*\*Bus Company \_\_\_\_\_

Airline (Name of Carrier) \_\_\_\_\_

Other (Specify) \_\_\_\_\_

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\*Valid Driver's License verified? Yes \_\_\_ No \_\_\_ By Whom? \_\_\_\_\_  
(Private Vehicle Only)

\*\*Approved Private School Bus and Chartered Bus verified by Department of Procurement Management (995-2350, 995-2332, 995-2333)  
Yes \_\_\_ No \_\_\_ By Whom? \_\_\_\_\_

PRINCIPAL SIGNATURE \_\_\_\_\_ SCHOOL \_\_\_\_\_

REGIONAL CENTER ASSISTANT SUPERINTENDENT \_\_\_\_\_ DATE \_\_\_\_\_  
(Return to school for submission to District Athletics/Activities and Accreditation, if applicable)

FORWARD ONE COPY OF THIS FORM TO THE CAFETERIA MANAGER OF YOUR SCHOOL.

- \*FOR IN-COUNTY OR PRE-APPROVED TRIPS, FORWARD ONE COPY OF THIS FORM WITH ROSTER ATTACHED TO THE REGIONAL CENTER.
- \*FOR OUT-OF-COUNTRY (NOT PRE-APPROVED), THIS FORM AND ALL SUPPORTING DOCUMENTS MUST BE FORWARDED TO REGIONAL CENTER FOR REVIEW AND APPROVAL.
- \*FOR OUT-OF-STATE (NOT PRE-APPROVED) AND OUT-OF-COUNTRY TRIPS, THIS FORM AND ALL SUPPORTING DOCUMENTATION MUST BE FORWARDED TO THE DIVISION OF ATHLETICS/ACTIVITIES AND ACCREDITATION FOR REVIEW AND SUBMISSION FOR BOARD APPROVAL. MAIL CODE: 1500 ANNEX - ROOM 216

**FOR REGIONAL CENTER OPERATIONS AND/OR DISTRICT ATHLETICS/ACTIVITIES AND ACCREDITATION USE ONLY**

Assistant Superintendent \_\_\_\_\_ Date \_\_\_\_\_

Associate Superintendent \_\_\_\_\_ Date \_\_\_\_\_

**APPROVED OUT-OF-COUNTY/OUT-OF-STATE TRIPS  
2007-2008**

**A. CLUBS AND ORGANIZATIONS AFFILIATED WITH NATIONAL ASSOCIATIONS\***

1. DECA, An Association for Marketing Students
2. Family, Career and Community Leaders of America (FCCLA)
3. The National FFA Organization (FFA)
4. Future Business Leaders of America-Phi Beta Lambda, Inc. (FBLA)
5. Health Occupations Students of American (HOSA)
6. Southern Association of Student Councils (SASC)
7. SkillsUSA
8. Technology Student Association (TSA)
9. American Automobile Association (AAA) School Safety Patrol
10. Future Educators of America (FEA)
11. National Youth Crime Watch
12. Special Olympics
13. Student Against Destructive Decisions (SADD)
14. Business Professionals of America/Career Education Clubs of Florida (BPA/CECF)
15. National Academy Foundation (NAF)
16. United States Department of Agriculture (USDA) Ambassadors

**B. CURRICULUM/ACTIVITIES - RELATED ORGANIZATIONS\***

1. Close-Up Program
2. Columbia Scholastic Press Association Convention, Columbia University
3. Advanced academic/gifted student contests
4. Yearbook Seminars
5. State and national invitational forensic tournaments
6. State and national academic conferences, fairs, and competitions
7. Choral Group, instrumental music groups, cheerleader competitions and festivals
8. Junior Reserve Officers' Training Corps (JROTC)
9. National High School Model United Nations (NHSMUN)
10. Magnet Programs (Theme-based)
11. SeaCamp (Big Pine Key, FL); John Pennekamp State Park (Key Largo, FL)
12. The Read to Lead Program
13. The African Sisters School Project
14. Museums located in Broward and Monroe Counties
15. Zoological Centers and Nature Preserves located in Broward and Monroe Counties
16. Wanna Do City, (Sunrise, FL)

**C. GENERAL INTEREST ACTIVITIES**

1. Related performing and visual arts events (e.g., New York, NY; Los Angeles, CA)\*\*
2. Related historical environs and special events (e.g., New York, NY; Washington, DC; Williamsburg and Jamestown, VA; St. Augustine, FL; Tallahassee, FL)\*\*
3. Everglades National Park
4. Epcot Center
5. Disney Animal Kingdom
6. Busch Gardens
7. Cape Canaveral, Florida
8. Disney World Grad Nite /Universal Studios Grad Bash (for high school seniors only)
9. Events sanctioned by the Florida High School Athletic Association (FHSA)
10. Sea World

\*Trip designations for these events may change yearly. Trips outside of the United States require School Board approval.

\*\*Broward and Monroe County sites/events are included as part of this item.