

Canyons School District
Policy—500.24--Student Overnight Preliminary Travel Proposal

Date _____
(Preliminary travel proposal must be received by the Canyons District Board of Education at least 45 days and no more than 150 days prior to the proposed trip.)

Assistant Superintendent Dr. Robert Dowdle

School _____ Principal _____

Group Requesting Proposed Travel _____ Advisor/Coach _____

Advisory/Coach Email _____

Destination _____ Dates of Activity _____

Educational Purpose _____ (ex., tournament, convention, etc.)

Mode(s) of Transportation _____

Estimated One-way Mileage _____ Estimated Site Ground Mileage _____
(No further than a 425-mile radius within two consecutive years.)

Number of Students _____ Specific dates of school days that would be missed _____
(No more than two school days and a maximum of five calendar days.)

UHSSA Sanctioned Yes No N/A (Check UHSAA.org.)

<u>Anticipated costs per student:</u>	<u>Plan for funding the trip:</u>
Transportation \$ _____	Fundraising (Potential amount per student) \$ _____
Lodging \$ _____	Individual/Parent Expense \$ _____
Food \$ _____	Other \$ _____
Registration Fee \$ _____	Grant, donation, sponsor, etc. \$ _____
Other (Event admissions, etc.) \$ _____	(Must be obtained prior to the trip. Explain in detail below.)
Commercial Insurance \$ <u>7.00</u>	
Total \$ _____	
The total may not exceed \$1250.00.	
Each per student cost entry must contain a value. The value can be zero if there is no cost.	

Complete the second page of this application and include any necessary attachments.

Advisor's Signature Date

Principal's Signature Date

Assistant Superintendent Date

Board of Education Date

Student Overnight Preliminary Travel Proposal

1. Objectives of this trip

2. Provide valid and complete documentation of the expected educational outcomes of this trip:

3. **Attach a proposed itinerary for this trip.**

This form should be completed prior to discussion or meetings with parents regarding the proposed trip.