



SCHAEFFERTOWN MENNONITE HIGH SCHOOL

EDUCATIONAL TRIP REQUEST FORM

This form is to be submitted to the office two weeks prior to the trip in order for students to receive an excused absence.

PARENTS' NAMES: _____ DATE: ____/____/____

Please list students who will be going on this educational trip.

NAME:	GRADE:	NAME:	GRADE:
_____	_____	_____	_____
_____	_____	_____	_____

DATE(S) OF PLANNED ABSENCE: _____

DESTINATION: _____

PURPOSE OF TRIP: _____

PLEASE READ THE FOLLOWING PARAGRAPHS CAREFULLY:

The State of Pennsylvania School Law indicates that trips may count for an excused absence from school if the trip is educational in nature. "Visiting family" is not considered educational and is considered an unexcused absence.

Each students must submit an excuse card with correct dates and parental signature upon returning from the absence.

All students will be required to submit a written report of what they learned educationally on their trip. This report will be due one week after the student's return.

Students need to make arrangements with another student to compile a list of missing assignments during the absence. Assignments are due upon the student's return.

SIGNATURE OF PARENT OR GUARDIAN: _____

<p>OFFICE USE ONLY:</p> <p>Date Request Received: ____/____/____</p> <p>Request Approved: _____</p>
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