

REQUEST FORM FOR OVERNIGHT OR OUT-OF-STATE FIELD TRIPS

This form must be completed by the trip supervisor and returned to the appropriate school administrator at least four weeks in advance of the trip. *NOTE: The Superintendent has the authority to approve trips that occur before the next scheduled School Board meeting.*

All applicable items must be completed before submitting to the appropriate school administrator.

West Lafayette Junior-Senior High School

Destination JAPAN (gr. 7-8)

West Lafayette Intermediate

Destination _____

West Lafayette Elementary

Destination _____

Date of Request 6/2/26 Beginning and Ending Dates of Trip 6/10/26

Signature of Supervising Staff Member [Signature] Organization WLSC/TSC

Administrators' approval [Signature] Date 8/29/25

TRIP INFORMATION

Destination of Trip (be specific) KANSAI REGION, KYOTO, TOKYO JAPAN
Trip will be (Circle one or both) Overnight Out-of-State

Reason for Trip EXPERIENCE JAPANESE CULTURE WITH AN ARTISTIC FOCUS AND BACKGROUND RELEVANCE AND CULTURAL COMPARISON.

Number of instructional minutes lost NONE - SUMMER TRIP

Describe the specific educational goal(s) or state standards that this activity will help students attain.
CULTURAL ARTISTIC UNDERSTANDING & PRACTICE...
ATTACHED

Describe how this activity will help attain school improvement goals.
ATTACHED

Describe why this activity cannot occur without interrupting the instructional day.
N/A

For overnight trips: Describe why this activity cannot occur without an overnight stay.
OUT OF THE COUNTRY.

Method of Transportation: Mini bus(es) X Driver TSD
Yellow bus X Driver TSD
Charter _____ Charter company EFTOURS