

HOLMDEL TOWNSHIP BOARD OF EDUCATION
Holmdel, New Jersey 07733

File Code: 6153

EXHIBIT

HOLMDEL TOWNSHIP PUBLIC SCHOOLS APPLICATION FOR EDUCATIONAL EXCURSION

Please complete this form and submit it to the principal's office a minimum of ten school days before the proposed date of the trip.

Teacher's Name _____ Date Submitted _____

School _____ Grade/Subject _____

Proposed Date _____ Alternate Date _____ Approx. No. of Students _____

Departure Time _____ Estimated Time of Return _____

TRANSPORTATION REQUIREMENTS:

Bus _____ Van _____ Other (BE SPECIFIC) _____

Destination: _____

Address: _____

Educational Objective(s): _____

Teacher(s) in Charge _____

Other Adult Chaperones _____

Substitute(s) Needed: _____ Yes
_____ No

Admission Fee, if any, per student
\$ _____

A **TRIP PERMISSION FORM** must be signed by a parent or guardian before a student will be permitted to take a field trip. These forms are to be obtained from the secretary. On the date of the trip, the teacher will give the parental permission slips to the school secretary prior to departure.

APPROVAL OF APPLICATION:

Supervisor (if applicable) _____ Date _____

Principal _____ Date _____

Director of Curriculum _____ Date _____

Superintendent of Schools _____ Date _____

TRANSPORTATION ARRANGED:

Transportation Coordinator _____ Date _____

White - Central Office Canary - School Office Pink - Transportation Coordinator Goldenrod - Supervisor Green-Teacher/Advisor



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