

CULVER CITY HIGH SCHOOL

FIELD TRIP/ACTIVITY REQUEST LIST

Faculty members requesting the release of students from other classes for the purpose of an FIELD TRIP/ACTIVITY must submit a list of those students to the Principal for approval. This list, with the Principal's signature, must be distributed to all staff ONE WEEK before the event. If staff is not given at least a week's notice, the FIELD TRIP/ACTIVITY may be canceled.

DATE: _____ TIME: _____ PLACE: _____
STUDENTS ARE TO BE RELEASED FROM CLASS AT (TIME): _____

ADVISOR: _____
PLEASE PRINT

Please list names in alphabetical order:

SIGNATURES OF APPROVAL:

Teacher	Date	Dept. Chairperson	Date	Principal	Date
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