



UTAH COUNTY ACADEMY OF SCIENCES IE Form B – Fieldtrip Request Form

Field Trip Request Form

Teacher Name: _____

Date of the trip: _____ Location of the trip: _____

Students Involved (Periods and Subjects): _____

Number of Students Attending: _____ Number of Chaperones Needed: _____

Describe the educational purpose of the trip: _____

Travel Plans (Itinerary):

Student meet time: _____ Departure time: _____

Arrival time at venue: _____ Round up time at venue: _____

Venue departure time: _____ Arrival time at UCAS: _____

Budget: Include a complete budget allocation. The costs for travel, venue, and food should be included.

| Item Description | Quantity Needed | Unit Cost | Total Cost |
|------------------|-----------------|-----------|------------|
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Describe any funding sources you are applying for (CE Grant, STEM Action Center, etc.)
