



**Deer Lakes School District**  
**Application for Educational Tour or Trip**  
*updated 6/28/22*

**Part I: To be completed by a parent or guardian:**

Student Name: \_\_\_\_\_ HR # \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Proposed travel destination: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dates student will be absent from school: \_\_\_\_\_  
\_\_\_\_\_

Reason why trip could not be taken when school is not in session: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part II: To be completed by the building principal:**

Check one: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Partial Approval (see below)

→ Per district policy, a student is permitted five (5) Vacation Days per school year. All other days over the five (5) vacation days permitted will be marked as unexcused days or can be written as parental excused absences if you have not already used the ten (10) parental excused absences for the school year. The dates requested above will be marked as follows within the Skyward Portal.

- Vacation (VE)- \_\_\_\_\_
- Unexcused (UE)- \_\_\_\_\_

Signature of Principal : \_\_\_\_\_ Date : \_\_\_\_\_

**Part III: To be completed by the student's teacher(s):**

<b><u>Math</u></b>	
<b><u>Science</u></b>	
<b><u>Social Studies</u></b>	
<b><u>ELA:</u></b>	
<b><u>Other:</u></b>	