

**West Kern Community College District Field Trip/Excursion Request**

**Please complete, sign form, and return with remaining travel paperwork.**

Instructor(s)/Activity Coordinator(s): \_\_\_\_\_

Field Trip/Excursion/Class # and Section #/Activity: \_\_\_\_\_

Date(s): \_\_\_\_\_ Departure Time: \_\_\_\_\_ Return Time: \_\_\_\_\_

Describe the objectives of the proposed activity or activities and how they relate to course/program/club objectives/content:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Transportation**

**Please check one of the two options**

Provided by the college \_\_\_\_\_

Responsibility of the student \_\_\_\_\_

**Student/Participant Waiver**

I will have each participating student sign and return a **Student or Participant Waiver**. I will make a copy of each completed waiver and turn them in to the Office of Instruction before embarking on the trip.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

Approved \_\_\_\_\_ Rejected \_\_\_\_\_

Reason for rejection

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature, Vice President of Instruction

\_\_\_\_\_  
Date