

TAKE COPIES OF THIS FORM WITH YOU ON THE FIELD TRIP

Faculty are required to have all emailed copies of the student general release information accessible when on site. Cross-reference general release information to the roster on the Nest 48 hours prior to the date of the field trip. Bring a copy of your roster on the field trip from the Nest, or populate this form with all student information and bring a hard copy to the field trip site. No student may attend a field trip without completing a general release/emergency contact/insurance form.

FOR ALL OVERNIGHT TRIPS SUBMIT A COPY OF THE <u>INFORMATION BELOW</u> TO THE PROVOST OFFICE 48 HOURS PRIOR TO DEPARTURE.

Field Trip Destination(s):	_	_
Field Trip Date(s):		

First Name	Last Name	X-number	Preferred Telephone Number	Preferred E-mail Address	Emergency Contact Number
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