



Out of Province Within Canada or Continental USA Trip Request for Approval in Principle

These trips require approval in principle by the Superintendent/CEO or designate a minimum of six (6) months prior to the commencement of the trip, except in exceptional circumstances determined by the Superintendent/CEO or designate.

Participation in activities in the continental USA are currently paused.
Consideration of travel to the USA will be reviewed on an ongoing basis.

Requested by: School: Date:

Rationale for Trip (must be associated with a course, school sport, or the arts): 	
Destination: 	
Date of Travel:	Name of Travel Agency (attach references if applicable):
Financial Information: Please indicate the cost of the trip per student broken down to show the various expense areas. It should be noted how the funds will be procured. 	
Principal Comments: 	
Principal Signature: _____	
Superintendent/CEO: Approved <input type="checkbox"/>	Not Approved <input type="checkbox"/>
Superintendent/CEO Signature: _____	